

Center Associate Cover Letter

68919 Pat SquareLake Dan, NE 68304-0961

Dear Frankie West,

I would like to submit my application for the center associate opening. Please accept this letter and the attached resume.

Previously, I was responsible for support to Senior Merchandising Manager for in-store displays, display products for new store/showroom roll-outs, store/showroom redesigns and replenishment – Purchasing, Fulfillment and Logistics.

My experience is an excellent fit for the list of requirements in this job:

- Knowledge of warehouse procedures helpful
- Procedural knowledge of all IT Service Management processes
- Requires the ability to be proofread for accuracy, and articulate in both oral and written communications
- Initiative, efficient use of work time and sense of urgency
- Experience using full suite of Microsoft Office applications and other standard business applications
- Able to be at work on time
- Adapts well to frequent change
- Good typing skills preferred

Thank you for taking your time to review my application.

Sincerely,

Jordan Beier