

# Chief Data Office Cover Letter

13283 Leone CampAmeeborough, GA 77872

**Dear Casey Krajcik,**

I would like to submit my application for the chief data office opening. Please accept this letter and the attached resume.

In my previous role, I was responsible for and enforce best practices and governance standards, normalization, data classification, quality data solutions for Enterprise Data Warehouse.

Please consider my qualifications and experience:

- Business understanding of of the CIB business areas is desirable
- Understanding of the financial services industry and businesses , wealth management, retail, or wholesale, operations and technology functions
- Collaborate across various Business, Operations, and Technology teams in managing and tracking project artefacts/deliverables use cases, business requirements, data flows, operating model designs, procedures etc...
- Proficient with core MS Office suite (Excel, Word, PowerPoint)
- Build close relationship with key stakeholders groups and develop insights into business needs/requirements the capacity to appropriately address these business priorities
- Experience in designing, developing and delivering learning material
- Collaborate across various Business, Operations, and Technology teams in managing and tracking project artifacts/deliverables use cases, business requirements, data flows, operating model designs, procedures etc...
- Pragmatic, can-do attitude with a bias for action, keen to have responsibilities and own tasks and projects being results oriented

**Thank you for your time and consideration.**

Sincerely,

Sutton Roberts