

# Church Administrator Cover Letter

670 Yuri MallHellerchester, MA 18523

**Dear Phoenix Hermiston,**

I am excited to be applying for the position of church administrator. Please accept this letter and the attached resume as my interest in this position.

Previously, I was responsible for hardware and software support to Windows Server 2008 servers running SharePoint 2013, SQL Server 2012, Visual Studio 2013, .NET and Team Foundation Server 2013.

Please consider my experience and qualifications for this position:

- Possess strong attention to detail, problem solving and organizational skills
- Experience SQL (MySQL / MS SQL) and VMWare (ESXi / VDI)
- Experience with load balancers (F5)
- Attends and participates in leadership responsibilities during the summer camp week that First
- Previous experience as a scribe during meetings
- Detail oriented, attention to high quality deliverables
- Intermediate or greater proficiency with Microsoft Office (Outlook, Excel, Word and PowerPoint)
- Experience working in a large corporate environment and/or a corporate sales environment

**I really appreciate you taking the time to review my application for the position of church administrator.**

Sincerely,

Shae Stiedemann