

Claim Manager Cover Letter

10874 Sina Roads West Bernadineville, PA 36218

Dear Justice Kuhlman,

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

In the previous role, I was responsible for employee relations counseling and problem solving for managers and employees to ensure a productive work environment, consistency with company values, policies and compliance within state and federal regulatory law.

I reviewed the requirements of the job opening and I believe my candidacy is an excellent fit for this position. Some of the key requirements that I have extensive experience with include:

- Demonstrated success in establishing and maintaining cooperative partnerships with key stakeholders and strategic partners
- Critical thinking with an eye to adding value, coupled with sound judgment and resourcefulness in gathering resources to meet objectives
- Prior project management experience, especially with technology
- Experience communicating to a variety of different audiences in different formats
- Proficiency in Microsoft Office-advanced Excel skills
- Strong analytical skills, project management proficient
- Good command in English (both writing and speaking)
- Experience supporting Group Insurance for Large National Accounts

Thank you for your time and consideration.

Sincerely,

Indigo Ankunding