

# Client Service Representative Cover Letter

8438 Sporer Village  
Carolynville, PA 96636

**Dear Campbell Leffler,**

In response to your job posting for client service representative, I am including this letter and my resume for your review.

In the previous role, I was responsible for direction to appropriate Professional Engineers in order to approve design and operations procedures confirming that the design or procedure under review conforms to Government laws and regulations, Company policies and procedures, accepted engineering practice, and uphold public safety as paramount.

Please consider my experience and qualifications for this position:

- Able to work with stressed pet owners
- Able to enjoy the passion of loving pets
- Bilingual level Spanish or Portuguese preferred
- Bilingual level German, Russian, Ukrainian Mandarin or Arabic speaking Preferred
- Bilingual-level Bosnian speaking preferred
- Track client occasions
- Proactively engage with clients in the branch and deliver an outstanding service experience through completing transactions and by identifying opportunities for advice, solutions, digital enablement and partner introductions
- Respond to calls and emails from clients, and work with customers to fully understand, troubleshoot, and resolve their needs

**Thank you for considering me to become a member of your team.**

Sincerely,

Ari Stehr