

Cognos Administrator Cover Letter

9070 Rashad Dale East Diedre, AR 27612

Dear Lennon Kovacek,

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

Previously, I was responsible for end user support for Cognos reporting tool by answering questions, providing training, and troubleshooting reporting solutions.

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

- Frequently communicates with other employees and management to discern requirements, troubleshoot issues, and train
- Communicating with the team on a daily basis, maintain Cognos Production, UAT and Dev servers
- Granting Access to different users to the environments
- Migrating project changes from Development to UAT and from UAT to Production
- Creating, Updating and running schedules for automatic delivery of reports through email or shared directory
- Support implementation of application and platform upgrade, implementation
- Deployment of Cognos in a clustered environment and performing upgrades
- Setup optimal performance of the reporting application performance monitoring, capacity planning, and tuning for multiple members on multiple projects

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

Sincerely,

Cameron Lebsack