

Customer Support Executive Cover Letter

53064 Wuckert Extension Lake Daynabury, DE 49812-5327

Dear Casey Harber,

I submit this application to express my sincere interest in the customer support executive position.

In the previous role, I was responsible for general assistance and answers questions related to the consumer credit report, credit reporting laws and processes, and a wide variety of associated topics to promote Experian consumer satisfaction.

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

- Willingness to take responsibility in all situations and take on tasks
- Flexibility to, when needed, change focus and manage many different issues at the same time
- Strong commitment to deliver according to promise
- To assist the Customer Support Team Leader in overseeing all aspects of the customer support department and its processes for all Monitoring Services (MS) business streams
- To provide customer service and administrative support for the various services delivered by MS
- To provide secretarial and administrative support to the Senior Managers Team
- To liaise and work in partnership with other teams to ensure an effective delivery of all services at all times
- Identifying, managing and coordinating bulk transfers of connections, equipment and services requirements & associated ordering

I really appreciate you taking the time to review my application for the position of customer support executive.

Sincerely,