

Director, Project Manager Cover Letter

288 Talitha BrookEmilstad, WY 08594

Dear Tatum Emar,

I submit this application to express my sincere interest in the director, project manager position.

In my previous role, I was responsible for technical support to the Process Development and Clinical Supply teams for the manufacture of clinical products and ensure manufacturability and readiness to supply commercial product post launch.

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:

- Previous technical and managerial experience in conducting multi-national clinical trials in CRO in late Phase and Observational trials
- Proficiency with Microsoft Office (including Excel and Project)
- Proficiency with agile/SCRUM development methodologies and software development lifecycle principles
- Previous experience managing a not-for-profit housing agency
- A good understanding of the Wealth Management business is preferred, as is a good understanding of financial products across asset classes
- Experience in oil & gas pipeline construction strongly preferred
- Demonstrated experience in team leadership with highly developed interpersonal and communication skill
- Track record of excellent team working, communication, presentation and project management skills

I really appreciate you taking the time to review my application for the position of director, project manager.

Sincerely,