

# Director, QA Cover Letter

8135 Stark ExtensionsNorth Duane, IA 62106

**Dear Landry Mitchell,**

I would like to submit my application for the director, QA opening. Please accept this letter and the attached resume.

In my previous role, I was responsible for quality oversight of Sterility Assurance and ensure that all Sterility Assurance aspects of site manufacturing processes and products manufactured by the site are compliant with GSK standards and regulatory requirements.

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

- Expertise in GMP strong knowledge of GLP and GCP
- Demonstrated knowledge of complaint handling systems (Trackwise or similar) and their advantages and limitations
- Experience managing complaint handling teams in a fast-paced environment
- Broad and in-depth knowledge of the drug development process, GCP/PV guidelines, and applicable regulations is essential
- Familiarity with existing company systems, policies and procedures and knowledge of multiple therapeutic areas and nonclinical study conduct, including all projects/premier products is desirable
- Probes all sources for answers
- Goes beyond the obvious and seeks novel approaches to complex situations
- Able to communicate complex information and analyses to a variety of scientific and non- scientific audiences in both verbal and written formats

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

Sincerely,

Brooklyn Lynch