

# Distribution Analyst Cover Letter

72246 Kautzer CrescentPort Nealview, RI 28665

**Dear Denver Terry,**

I would like to submit my application for the distribution analyst opening. Please accept this letter and the attached resume.

Previously, I was responsible for distribution business input on Distribution Systems implementations or improvements be the key contact for IT for Distribution.

Please consider my qualifications and experience:

- He needs good communication skills and a good level in English
- Working on normal office hours (no shift) with some on-call periods
- He/She will perform some On-Call support during weekends and Bank holidays
- Work on day-to-day support activities to meet service level objectives
- Work on Project/SWI starting from requirement gathering, design, develop, test, and roll out change to production
- Ensure compliance with Exxon minimum security and control standards
- Ensure the compliance with safety requirements on day-to-day activities
- The analyst should be able to support any application included in the Secondary Distribution portfolio

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

Sincerely,

Jordan McLaughlin