

Employee Health Cover Letter

25531 Pfannerstill UnionNew Erik, WI 28791

Dear Sutton Jones,

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

In my previous role, I was responsible for oversight and direction for the site's Workers Compensation, Occupational Health and Wellness functions.

Please consider my experience and qualifications for this position:

- Strong independent decision making and problem solving abilities assuring compliance with established policies and procedures
- Previous experience in occupational health setting desirable
- Skill managing and presenting surveillance data
- Knowledge of nursing standards and practices normally acquired through completion of a nursing program
- Identifies opportunities to improve customer service
- Requires current Washington State licensure as an LPN
- Previous employee health, occupational health, medical office, and/or infection control experience strongly preferred
- Normal physical demands include dexterity sufficient to operate a personal computer and other office equipment

Thank you in advance for reviewing my candidacy for this position.

Sincerely,

Royal Schroeder