

Employee Health Cover Letter

42115 Bergnaum LodgeWest Kendrick, ID 41159-1019

Dear Drew Bernier,

I submit this application to express my sincere interest in the employee health position.

Previously, I was responsible for counsel concerning personal health and provide education to both employee and contractor on beryllium health and other occupational health issues.

Please consider my experience and qualifications for this position:

- Comfortable with the use of computers and technology
- Relevant Medical Assistant registration or certification within 60 days of hire
- Previous employee or occupational health related experience preferred
- Working knowledge of Ohio Bureau of Worker's Compensation, OSHA requirements
- Professional in Human Resources- California (PHRca) certified
- California Society for Human Resource Management (CalSHRM) certified
- Strong computer software skills, especially with MS Office suite
- Technical writing is strongly desirable

Thank you in advance for taking the time to read my cover letter and to review my resume.

Sincerely,

Alexis Buckridge