

Global Travel Cover Letter

508 Rob Plains Crookshire, VA 11461

Dear Stevie Lemke,

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

In the previous role, I was responsible for monthly and quarterly reports for corporate travel expenditures in close collaboration with the Reporting Lead.

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:

- Experience sourcing and operations of Fleet, Travel
- Deep expertise in Airline contracts, car leasing contracts, hotel providers and Travel Management Companies
- Experience of performing Strategic Sourcing roles from spend analysis to category strategy creation and procurement category management
- Demonstrable track record of performance in managing complex, cross-functional activities
- Pragmatic, with a mature and flexible approach to understanding the time and resource balanced against the potential outcomes/benefits
- Experience or knowledge of comisioning of industrial machines is a strong advantage
- Above average problem-solving skills and analytical capabilities
- Exhibit energy and attitude

I really appreciate you taking the time to review my application for the position of global travel.

Sincerely,

Emery Rath