

Global Travel Cover Letter

8526 Solomon Path East Lanceton, PA 94777-7926

Dear Dakota Rogahn,

Please consider me for the global travel opportunity. I am including my resume that lists my qualifications and experience.

In the previous role, I was responsible for concur Business Intelligence, travel and expense reporting.

Please consider my experience and qualifications for this position:

- Is the sector point of contact for escalations from Operation Country for issues in the Travel & Expenses process
- Owns the Travel & Expenses training materials
- Drives a culture of continuous improvement by managing/engaging with key users in the Operation Country, Global Shared Service Procurement/Finance teams
- The role acts as the point of contact for senior stakeholders in Operation Country to maximize customer satisfaction for the Operation Country, align on priorities and ensure timely execution of key actions agreed
- Builds process optimization network (no direct reports) in Operation Country and Shared Service Center - gets things done through credibility, strong rationale and experience
- Experience in implementing the end to end TE process
- Knowledge of travel/ online travel and/or airline industry preferred
- Experience in Communication and Public Relations, Event Management (press events, fairs) in travel retail

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

Sincerely,

Baylor Rau