

# Health Services Manager Cover Letter

961 O'Conner CliffSouth Buster, WA 84779

**Dear Sutton Bergnaum,**

I am excited to be applying for the position of health services manager. Please accept this letter and the attached resume as my interest in this position.

In the previous role, I was responsible for leadership and expertise in the installation, maintenance, and support of open access publishing systems, with a current focus on PKP applications.

My experience is an excellent fit for the list of requirements in this job:

- Sales/ Marketing acumen
- Knowledge about care and management principles of pediatric, adolescent, adult and geriatric patients
- Certification (CSP)
- Proven track record of building and maintaining strong relationships
- Knowledge of Portland's HIV and Ryan White programs
- Knowledge and experience with health care practices, clinic operations, fiscal responsibility and payer mix/payer reimbursements
- Fluent in speaking and writing in English and Japanese
- No direct reports, but will manage an external Medical Consultant

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

Sincerely,

Emerson Stoltenberg