

Leader / Manager Cover Letter

98508 Cecilia FlatsMcCulloughfurt, NV 26760

Dear Charlie Von,

I would like to submit my application for the leader / manager opening. Please accept this letter and the attached resume.

In my previous role, I was responsible for guidance to vendors, contractors, and other subsidiaries with process validation requirements supplying US and international markets for facility and product approval under current regulatory policies and procedures.

Please consider my experience and qualifications for this position:

- Effective prioritization of team workloads and portfolio opportunities
- Solutions focused approach and ownership to resolve challenges in a timely manner
- Experience in project and/or program management including project scoping/planning and execution
- Experience in assessing and driving change within an existing system
- Experience working in a regulated/highly-controlled environment
- Experience working within a document control system
- Experience in Medical Device New Product Development or Medical Device Quality systems
- Self-motivated, results-oriented performer

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

Sincerely,

Landry Spencer