

Leasing Agent Cover Letter

3012 Raymon Hill East Bryantland, MA 21298

Dear Morgan D'Amore,

I submit this application to express my sincere interest in the leasing agent position.

In the previous role, I was responsible for support to Head of Real Estate on store build out issues during the construction and post construction period.

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

- Rider insurance confirmations
- Input Kentucky vehicle inventory
- Hire new contractors/drivers into Infotrak
- Proficiency with software programs such as MS and Lotus Notes programs
- Experience in the transportation compliance industry preferred
- MS Office and data entry
- Proven working experience as leasing agent
- Up to date with property market status

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

Sincerely,

Max Christiansen