

Maintenance Scheduler Cover Letter

48399 Doug SquaresBergstromside, MT 75036-5515

Dear Azariah Kub,

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

In the previous role, I was responsible for critical path analysis and create "what if" scenarios; provide recommendations to leadership and project owners to achieve scheduling targets.

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:

- Intermediate to advanced understanding and practice of pneumatics, hydraulics, and electronic instrumentation and control devices
- Preferred knowledge of ADP employee time tracking system
- Knowledge of OSHA's rules/regulations for both maintenance & construction
- Collaborate with cross-functional teams (engineering, production managers, MRP buyers,) to determine the best way to accomplish requested work
- Knowledgeable in HVAC, Fire Protection, Water, and Exhaust Systems the following systems
- Training and Qualification packet completed successfully
- Data entry for extended prolonged periods during 8 hour daylight shift
- Electrical/mechanical aptitude preferred

Thank you in advance for taking the time to read my cover letter and to review my resume.

Sincerely,

Shiloh Hickie