

Manager, Administration Cover Letter

421 Leatrice CliffsLake Gusville, CT 57490-9937

Dear Marion Larson,

Please consider me for the manager, administration opportunity. I am including my resume that lists my qualifications and experience.

In my previous role, I was responsible for market requirements for current and future products by conducting market research supported but not limited to market data analysis, customers engagement, partner visit.

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

- Database administration principles and practices
- Database capacity planning and performance tuning
- Information Technology Infrastructure Library (ITIL) principles and practices
- Strong computer skills are essential – Word, Excel and Outlook
- Thorough knowledge of Labour Standards and familiarity with union agreements essential
- Basic account principles
- Experience managing real property databases
- Understanding of lease language and contracts

Thank you for your time and consideration.

Sincerely,

Brooklyn Ondricka