

Manager, Investigations Cover Letter

9967 Medhurst Mill South Lincoln, SD 79386-8627

Dear Alexis Lubowitz,

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

Previously, I was responsible for direction to implement DOE directives and policies, state and federal laws and regulations, and Corporate environmental policy by:.

Please consider my experience and qualifications for this position:

- Previous experience with accident or incident investigations is desirable
- Excellent time management and prioritization skills, with comprehensive understanding of program and project management
- Basic background and understanding of training development and communications methodologies, operations, and support
- Experience with communication and training methods and tools
- Experience in managing multiple stakeholders to drive sustainable change and obtain alignment of functional resources
- The incumbent is relied upon to provide advice and direction in a diverse number of situations often of an urgent nature
- Hands-on experience conducting interviews
- The Investigation Manager will lead investigations of serious concerns, oversee investigations conducted at a local business level, maintain strong relationships and engagement to support the businesses and functions, and collaborate effectively with other relevant functions supporting investigations and recommendations

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

Sincerely,