

Manager, Leadership Development Cover Letter

4085 Halley InletBirdieview, WA 01255-7239

Dear Campbell Gutmann,

In response to your job posting for manager, leadership development, I am including this letter and my resume for your review.

Previously, I was responsible for thought leadership and strategic direction to the creation of Leadership Capability Profiles, Workforce Planning Methods, and Change Management models.

Please consider my qualifications and experience:

- Professional certification such as CPLP, CPT, SPHR, HCS or other relevant certification preferred
- Outstanding group presentation and communication skills
- Innovative yet pragmatic thinker who applies creative solutions to training customer problems
- Highly detailed, organized, and efficient
- Strong training customer service orientation
- Highly enthusiastic, positive-minded, customer focused, service-oriented
- Preference for working collaboratively in a team environment
- Experience in an airline or other corporate training environment

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

Sincerely,

Frankie Gislason