

Manager, Project Management Office Cover Letter

2270 Eugene PikeStammland, CA 22775-9401

Dear Sawyer Kozey,

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

In the previous role, I was responsible for seamless integration between Agile and Waterfall project management schedules to ensure technical milestones sync to business decision points.

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

- Prosci® Certified Change Management Practitioner (Preferred)
- Deep understanding of investment management functions and processes
- Project Management Professional (PMP) certification and/or Prince2 certification is preferred
- Experience managing large, dynamic teams in fast paced environments
- Familiarity with the drug development process
- Definition, documentation and implementation of Project Management, Project Portfolio Management, Resource Management and other related processes as part of a Project Management Office (PMO) within a multinational corporation
- Direct experience in project management (in particular large/complex IT projects...) within a global environment
- Well versed in ITIL

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

Sincerely,

Max Prosacco