

Operations Advisor Cover Letter

516 Harry Turnpike
New Francene, KY 58500

Dear Jordan Littel,

I submit this application to express my sincere interest in the operations advisor position.

In the previous role, I was responsible for select training to center support staff as it relates to MSS, policies, procedures, related to HR Operations.

Please consider my experience and qualifications for this position:

- Network certifications relating to Cisco or Fortinet technologies would be highly desirable
- Good foundation in RPG, RPG-LE, free format, CL, SQL, DDS, SDA and AS400 work management
- Should have worked in scalable database and multiple interface platforms
- Demonstrated consulting and team facilitation skills
- High level of proficiency with documentation standards
- Strong meeting facilitation and conflict management skills
- Some customer service experience, preferably in the brokerage/financial industry
- What type of talent do we look for?

Thank you for considering me to become a member of your team.

Sincerely,

Parker Leannon