

Operations Team Lead Cover Letter

342 Baumbach Row East Buxton, MS 39527-4527

Dear Charlie Franeki,

Please consider me for the operations team lead opportunity. I am including my resume that lists my qualifications and experience.

In my previous role, I was responsible for customer assistance with order management, quote process and back-end support (warranty, returns), ensuring timely and successful processing.

Please consider my qualifications and experience:

- Demonstrated knowledge of production environment business practices
- Previous leadership experience
- Flexible work hours & able to cover other management shift hours
- Able to determine new, creative ways to employ team on projects and distribute responsibilities
- Shows clear understanding of team and business goals and actively supports these goals
- Fluent English speaker with exceptional communication skills
- Understanding of digital marketing and social media concepts and channels
- Knowledge of agility framework (Scrum, Lean)

Thank you for your time and consideration.

Sincerely,

Riley Hegmann