

Operations Team Lead Cover Letter

3304 Hansen Ferry New Meryl, OH 98657-0460

Dear Lennon Champlin,

I am excited to be applying for the position of operations team lead. Please accept this letter and the attached resume as my interest in this position.

Previously, I was responsible for leadership to identify continuous improvement opportunities to make end to end processes or practices more effective and efficient.

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

- Providing world class customer support (internal and external) and instilling confidence while working on an incident, when the resolution is unknown
- Working experience in a Team Lead role
- Work experience in coaching and development of front-line employees
- Working experience with Microsoft Excel and Microsoft Word
- Working experience in a production driven environment and knowledge of basic Key Performance Indicators
- Work experience in a Data Entry role
- AA/AS from an accredited institution
- Knowledge about and experience with the labour law for Spain, France & Portugal

Thank you for taking your time to review my application.

Sincerely,

Emerson Runolfsdottir