

Parking Supervisor Cover Letter

717 Lawrence Throughway Port Isiah, KY 93368-4392

Dear Dallas Abshire,

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

In the previous role, I was responsible for customer service to guests as they enter the parking locations.

Please consider my experience and qualifications for this position:

- Experience utilizing Banner
- Knowledge of University funds handling policies and procedures
- Experience using Flex parking system software
- Meet company and DOT drug and alcohol testing requirements
- Lead by example, and to provide positive, constructive attitude and work cooperatively within the transportation and security departments
- Problem-solve in a highly effective manner and maintain positive relationships with guests and staff, including management, and co-workers in a fast-paced working environment
- Work complete shift outdoors, often in extreme weather conditions
- Working in Higher Education

I really appreciate you taking the time to review my application for the position of parking supervisor.

Sincerely,

Emery Welch