

Process Improvement Cover Letter

72038 Christopher Square Joyceland, VA 98931-6135

Dear Alexis Mertz,

I submit this application to express my sincere interest in the process improvement position.

Previously, I was responsible for guidance and coaching to IT staff in training and change management activities associated with operational process changes.

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

- Strong technical aptitude, with knowledge of MS Office applications (including SharePoint, Excel, PowerPoint, Visio, and Word) and statistical analysis software
- Demonstrated success as a change agent with extensive experience with change management principles and approaches
- Demonstrated interest and experience in international engagement
- Current Masters Students
- Demonstrated experience with large-scale process improvement and/or technology implementations in a key support role
- Effective omni-directional communication skills
- Influential, energetic and enthusiastic process improvement leader, with the drive, ambition and resilience to make things happen and deliver outstanding performance
- Significant experience managing resources and activities focused on delivering sustainable end to end process improvement

Thank you in advance for reviewing my candidacy for this position.

Sincerely,

Onyx Luetngen