

Production Scheduler Cover Letter

6078 Santiago CovesAideburgh, ME 95880-2457

Dear Hayden Stanton,

I would like to submit my application for the production scheduler opening. Please accept this letter and the attached resume.

In my previous role, I was responsible for materials and scheduling support for PP and PRL operations including, inventory of materials/finished goods, weighing, dispensing, shipping, and receiving.

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

- High ownership and drive
- Able to keep multiple tasks "in play" at the same time
- Maintains focus with constant distractions
- Bachelors of Engineering (B.E.) in Industrial Engineering
- Masters of Business Administration (MBA) preferably in Supply Chain
- Masters of Science in Statistics or Mathematics
- Knowledge of computer programming would be preferred
- Requires superior analytical and problem solving skills

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

Sincerely,

Drew Wintheiser