

Program Management Cover Letter

75596 Earnest PassSouth Nickyburgh, WI 97222-4817

Dear River Parisian,

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

Previously, I was responsible for support in daily operations for the different product disciplines with the goal of identifying and resolving issues as they arise.

Please consider my experience and qualifications for this position:

- Experience managing fixed price contract
- Performs well in a matrix environment
- Substantial business acumen, inclusive of financial literacy and analytical skills
- Previous experience in role leading multiple groups of professionals
- Mastery of Word, Excel, PowerPoint, Visio and Microsoft Project
- Good Mandarin Speaking
- Experience with directing all phases of programs from inception through completion
- Manage relationships with stakeholders, sponsors and cross-functional campus managers to develop university recruiting strategies at targeted universities

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

Sincerely,

Zion Cronin