

Program Management Cover Letter

8669 Cartwright UnderpassProsaccobury, SC 75454-6363

Dear Brooklyn Hegmann,

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 complete instructions that details how the audience data file will be used for personalization and customization of the marketing initiative.

I reviewed the requirements of the job opening and I believe my candidacy is an excellent fit for this position. Some of the key requirements that I have extensive experience with include:

- Exposure to tools and applications like Tableau, Salesforce, SharePoint & Visio
- Strong Change Management background
- Certified Business Continuity Professional designation through DRI International or BCI
- Strong leadership skills, resourcefulness and initiative
- Experience working with Program managers
- Experience in Microsoft Office (PP, Word, Excel)
- Experience in translating business needs into detailed feature requirements, data analysis and business case development, and managing programs from concept to implementation
- Prior experience in the capacity of a Product/program manager/business analyst/software engineer would be a key requirement

Thank you for your time and consideration.

Sincerely,

Royal Sauer