Program Office Cover Letter

9804 Noel SquaresSydneybury, MD 86855-7226

Dear Ari O'Conner,

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

In my previous role, I was responsible for analysis and troubleshooting of Mission Control Center Software, making use of software debugging tools.

Please consider my experience and qualifications for this position:

- Background supporting large programs
- Strong Proficiency in Microsoft Office Applications(Work/Excel/PowerPoint/Outlook) and email
- Willingness to travel and work overseas, sometimes on short notice
- A writing sample of a technical nature of no more than 5 pages
- Proven event management skills
- Experience in Africa and/or African Studies
- Experience in driving information technology strategy and planning
- Proven work experience in IT infrastructure, application development management, multiple major project and systems implementations as a senior project manager and design, development and deployment of an original solution delivery process

Thank you for taking your time to review my application.

Sincerely,

Haven Nader