

Project Management Engineer Cover Letter

5934 Marcelo CirclesFedericoberg, TX 01318-1624

Dear Rowan Hauck,

I would like to submit my application for the project management engineer opening. Please accept this letter and the attached resume.

In my previous role, I was responsible for technical guidance to the Service Management team; solves complex issues related to processes and recommends best practices that align with industry standards.

Please consider my experience and qualifications for this position:

- Define requirements and plan project lifecycle deployment from project kickoff to final production turn up activities
- Plan and schedule project deliverables, goals, and milestones
- Directs and oversees project engineering team and manages conflicts within group
- Design and maintain technical and project documentation
- Coordinate and facilitate weekly status meetings with client and implementation team
- Document and track open issues for client and project team
- Maintain project artifacts by ensuring all client information/documentation is stored in central repository, and client folders are up to date and contain correct data
- Experience with Windows OS in a server environment

Thank you for taking your time to review my application.

Sincerely,

Phoenix Nader