

Project Manager Assistant Cover Letter

675 Houston Land Agnesport, MA 37946

Dear Rowan Fritsch,

I submit this application to express my sincere interest in the project manager assistant position.

In the previous role, I was responsible for earned Value Management guidance, support, and reporting in accordance with established internal process and/or external requirements .

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

- Nuclear sector experience including mechanical design and analysis
- Delivery of complex technical consultancy projects and services
- Perform cost control and financial management
- Work with Preconstruction on project estimate and schedule
- Coordinate scopes of work
- Review and compile pay applications, change requests, and other project financial documentation
- Partner with the Project Manager or Construction Executive
- Draft client proposals

Thank you for your time and consideration.

Sincerely,

Tyler Kerluke