

Regulatory Affairs Coordinator Cover Letter

368 Stewart FordsSchimmelmouth, ID 20545

Dear Briar Kuhlman,

Please consider me for the regulatory affairs coordinator opportunity. I am including my resume that lists my qualifications and experience.

In the previous role, I was responsible for regulatory inputs to develop robust strategies for clinical trial registration and license maintenance, thus providing optimal support for meeting local clinical trial objectives.

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

- Can work independently on assignments and can take initiative to identify needs and make suggestions for improvement in procedures for smooth running of general office matters
- Excellent computer skills with knowledge of MS Office, particularly Outlook, Word, Excel and PowerPoint
- Good oral and written communication skills, fluent in business English
- Experience coordinating and prioritizing multiple tasks
- Other members of the BIAH Division, particularly AH RA and PV
- Members of local functions, particularly
- AH Operations
- Prescription Medicine RA and PV Teams

Thank you in advance for reviewing my candidacy for this position.

Sincerely,

Cameron O'Keefe