

Rep-Customer Service Rep Cover Letter

769 Jamie Courts South Carol
Mouth, MA 74095-6277

Dear Lennox Herzog,

Please consider me for the rep-customer service rep opportunity. I am including my resume that lists my qualifications and experience.

In my previous role, I was responsible for feedback to relevant cross functional and Head office teams on the effectiveness of implementation strategies and guidance such that relevant actions can be taken to amend vaccination policy.

Please consider my experience and qualifications for this position:

- Diffuse problem situations with tact and diplomacy
- Be flexible and creative in meeting customer needs
- Be flexible, and have a positive attitude
- First line of contact between the Company and Customer
- Weekend and after hours shipping
- Meeting with Customers during visits
- Respond to customer inquiries and upgrades telephone orders
- Responds to customer requests and questions regarding orders, order status, inventory, and other business topics

Thank you for considering me to become a member of your team.

Sincerely,

Frankie Gibson