

# Residential Supervisor Cover Letter

367 Zachary Manors Port Kimberley, OH 79857-0565

**Dear Rowan Dach,**

I submit this application to express my sincere interest in the residential supervisor position.

In the previous role, I was responsible for assistance and guidance to School Behavioral Health Clinicians in assessment and intervention to patients in crisis or patients in need of emergency assistance.

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

- Providing constructive feedback to contractors/peers on a regular basis
- Ensuring that team members initiate appropriate master data changes (create, change or delete) to task lists and or work instructions
- Managing contractors within the approved Contractor Management Framework to ensure efficient and cost effective use of resources allocation
- Maximizing Housing supply in conjunction with the Operations team and other stakeholders
- The coordination, scoping and management of contracting partner activities tenant communication, tenant schedule lock in for our mould portfolio
- Vacant/transit garden maintenance, vacant land clearing and tree lopping projects
- Maintaining key relationships with the Superintendent, Port Hedland Housing, Maintenance Supervisors, Maintenance Planners & Planning Superintendent, A&I Engineers, Maintenance Contractors, and Housing Operational Personnel
- Experience in 1SAP and MS Office suite

**I really appreciate you taking the time to review my application for the position of residential supervisor.**

Sincerely,