

# Sample Technician Cover Letter

9622 Schoen MountainsPort Harriette, AR 30506

**Dear Brooklyn D'Amore,**

Please consider me for the sample technician opportunity. I am including my resume that lists my qualifications and experience.

Previously, I was responsible for thorough and skillful administrative support • Strong organizational skills • Ability to multi-task and prioritize to achieve project goals • Flexibility to handle multiple routine and non routing tasks on a daily basis • Ability to learn contract management work processes and perform related tasks • Ability to create and maintain tracking logs and lists • Experience in creating expense reports.

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

- Skills in sample preparation techniques such as solid phase and liquid-liquid extraction, sample spiking, and matrix matching
- Skills to ensure accurate chain of custody documentation and legal defensibility of results with attention to detail
- Skills in the operation of a wide range of manual and computer-controlled analytical equipment including solid-phase extraction and liquid handling
- Skills to maintain laboratory equipment and obtain maximum performance from laboratory equipment and analytical instruments
- Knowledge and skills to follow safe working practices
- Skills to handle/dispose of hazardous materials
- Knowledge of QA/QC and skills to apply this knowledge to continuously produce high quality data
- Familiarity with literature sources of analytical procedures

**Thank you for taking your time to review my application.**

Sincerely,

Emery Rodriguez