

# Scheduling Supervisor Cover Letter

3618 Dewayne LakesLake Arlettahaven, GA 36142-8419

**Dear Brooklyn Cassin,**

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

Previously, I was responsible for advice and counsel to key stakeholders on USW collective bargaining agreement, specifically around scheduling, time and attendance and pay practices.

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

- Experience with a 3PL (Third Party Logistic or Supply Chain Consulting firm)
- Familiar with industry transportation management systems
- Knowledge of processes and equipment
- Knowledge of scheduling and company computer systems
- Knowledge of Microsoft Office Suite (Excel, Word, PowerPoint) and proficient computer skills
- Skill in problem solving, multi-tasking, analytical thinking, and attention to detail
- Able to work collaboratively with government agencies and customers
- Able to promote a team environment, motivate employees, and elicit work output

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

Sincerely,

Gray Green