

Service Operations Manager Cover Letter

821 Hermann Row
Slyviaburgh, NJ 82465

Dear River Johns,

I would like to submit my application for the service operations manager opening. Please accept this letter and the attached resume.

In the previous role, I was responsible for leadership, management and motivation to the facilities management team in delivering the requirements of the FM service contract agreement (Catering, Caretaking, Grounds Maintenance, Mechanical & Electrical, Security, Energy Management).

Please consider my qualifications and experience:

- Driving employee engagement and a high-performance work culture
- General day-to-day management of service branch and operations with a focus on
- Previous exposure to a Service Management - Sales environment
- Relevant exposure in the Data Centre or Electrical Services Industry
- Knowledge of forecasting techniques and some financial accounting systems
- Extensive experience in IT Production Control
- Solid Experience in working with off-shore service providers to deliver significant portion of daily work from India, Malaysia, Singapore, Philippines and China
- Willing and able to work long hours and on-call for high severity Incident escalation

Thank you in advance for taking the time to read my cover letter and to review my resume.

Sincerely,

Jordan Ruecker