

Service Support Cover Letter

5061 Moore Street Russelborough, PA 47571

Dear Corey Mann,

In response to your job posting for service support, I am including this letter and my resume for your review.

Previously, I was responsible for regular presentations, education to customer and business partners – introducing product clinical values and techniques for product promotion.

Please consider my experience and qualifications for this position:

- Formal technical qualification
- Proven track record of managing challenging service situations
- Experience in managing support calls, support teams and escalating situations
- Knowledge of power and hand tools
- Fluent in MS Office tools
- PC proficiency, Microsoft Office (Word, Excel, Access, Outlook)
- Knowledge of CAS Contact Center systems preferred
- Willingness and flexibility to be on call and available for shifts, modified hours, weekends, and holidays

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

Sincerely,

Blake Kirlin