

# Services Coordinator Cover Letter

980 Ramiro Wall North Leslieport, FL 98865-0219

**Dear Parker Green,**

I submit this application to express my sincere interest in the services coordinator position.

In my previous role, I was responsible for leadership and direction, discussing consumer medical and/or psychiatric needs with the appropriate medical staff.

Please consider my qualifications and experience:

- Perform invoice uploads
- Process check writes weekly with minimal assistance
- Proficient in SAP or other large general ledger/accounts payable system preferred
- Organized and stays on top of assigned workload
- Experience using Marketo or another automation tool
- Prior experience work with military personnel and/or VA system
- Familiarity with college student records systems
- Veteran preference

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

Sincerely,

Lennon Ferry