

# Services Project Manager Cover Letter

6217 Schroeder Vista Kuhnland, KS 65686

**Dear Corey Beatty,**

Please consider me for the services project manager opportunity. I am including my resume that lists my qualifications and experience.

Previously, I was responsible for direction to Company staff for various facilities/equipment related project issues, including life safety, value management, environmental, risk management, project auditing, health safety, legal and operations maintenance.

I reviewed the requirements of the job opening and I believe my candidacy is an excellent fit for this position. Some of the key requirements that I have extensive experience with include:

- Building accelerators and re-usable project assets
- Leading project teams as needed
- Exceptional communication skills – verbal, written and presentation (experience designing and delivering presentations to Sr
- Excellent interpersonal skills, high attention to detail, organizational skills
- Bachelors of Business Administration and or Computer Science though MBA preferred
- Skill in negotiating contracts and agreements
- Skill in utilizing and evaluating technical drawings, schematics, surveys and blue prints
- Familiarity and proficiency with using the Internet as a research tool

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

Sincerely,

Ari Boyer