

# Special Project Manager Cover Letter

940 Collier ManorsMaurotown, ID 15043

**Dear Robin Parker,**

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

Previously, I was responsible for functional direction over pre-construction project schedules, Reviews pre-construction project status to monitor schedule and budget variances relative to submitted schedules.

Please consider my experience and qualifications for this position:

- Walking up and down steps, to and fro between various programs as the situation warrants
- Previous project management experience is strongly preferred, including manufacturing management experience and bargaining unit knowledge
- An understanding of team dynamics and team-building concepts and their application in various settings is necessary
- Understanding of company systems and processes
- BS in a related engineering discipline or environmental science
- Knowledgeable of State and Federal environmental regulatory requirements related to as Spill Prevention, Control and Countermeasures, Underground Storage Tanks, hazardous substance discharge response and remediation
- Demonstrated leadership skills, negotiating and contract management skills, conflict management skills, and excellent oral and written communication skills
- Experience with budgeting, cost control, and estimating environmental compliance liabilities

**Thank you in advance for reviewing my candidacy for this position.**

Sincerely,

Briar Parker