

Stock Associate Cover Letter

96125 Mosciski Mountains New Bobbie, VA 51006

Dear Oakley Hammes,

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

Previously, I was responsible for problem solving and critical thinking/comprehension.

Please consider my qualifications and experience:

- Ensure that all shipping and receiving functions that affect the store inventory are processed in a quickly and accurately by verifying DDS, receiving memos, and transfers
- Investigate merchandise discrepancies in partnership with Store Management
- Work quickly to complete physical tasks placing merchandise in fixtures, setting new lines completing daily store maintenance which includes, but is not limited to climbing ladders, cleaning, and lifting boxes ranging from 5-35 lbs
- Ensure all product is accurately ticketed and sized in order to be floor ready
- Ensure stockroom priorities are aligned with sales floor priorities

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

Sincerely,

Gray Kemmer