

Store Support Cover Letter

215 Malcom Keys
South Mercedez, MO 29312

Dear Robin Schneider,

I would like to submit my application for the store support opening. Please accept this letter and the attached resume.

Previously, I was responsible for support to ensure the Store implements and follows all Company policies and procedures.

My experience is an excellent fit for the list of requirements in this job:

- Experience with Phone Support for a large Enterprise
- Strong multi-tasking skills and a strong work ethic
- Flexibility for shifts, possibly to include weekend hours
- Develops and maintains a positive working relationship with Management and co-workers
- Attends and participates in all storewide meetings
- Requires good communication, organizational and computational skills
- Fully proficient with MS Office and other forms of multimedia for presentation purposes
- Solid organizational and time management skills to balance multiple priorities and meet tight deadlines

Thank you for taking your time to review my application.

Sincerely,

Justice Aufderhar