

Strategy & Program Manager Cover Letter

76922 Rico CliffEast Chi, ID 14531

Dear Baylor Haley,

Please consider me for the strategy & program manager opportunity. I am including my resume that lists my qualifications and experience.

Previously, I was responsible for business intelligence and controls to the External Reporting data model to cater to the needs of the continuously changing reporting requirements.

Please consider my qualifications and experience:

- Proficient in operating a PC, performing word processing, and working with spreadsheets, using
- Microsoft Office Professional applications, including Word, Excel, and PowerPoint
- Able to use project management tools including Microsoft Project, Visio, and relevant mind-mapping software
- Demonstrated collaboration skills, especially among people with different areas of expertise
- Proactive, accountable, and assertive
- Strong proficiency with desktop skills PowerPoint, Excel & Word
- Proficient knowledge of the system development life-cycles and experience managing large, global technical projects
- Project/Program Management expertise and knowledge, , PMI courses on planning and tracking

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

Sincerely,

Oakley Kshlerin