

Strategy Project Manager Cover Letter

27612 Cormier KeysCortneyburgh, WA 41487

Dear Skyler Conroy,

I am excited to be applying for the position of strategy project manager. Please accept this letter and the attached resume as my interest in this position.

In the previous role, I was responsible for integrated oversight and controls for assigned projects from initial project assessment through launch for all business readiness and technology solution activities and deliverables.

Please consider my experience and qualifications for this position:

- Focus on problems first and what we are trying to solve for before jumping into solutions
- Excellent presentation and communication skills, comfortable presenting to senior leadership
- Manage and monitor acquisition and onboarding processes as assigned
- Engage with internal (Product, Field, Web Infrastructure, Marketing, Legal and Business Technology) and external business partners, at all levels, to formulate actionable solutions to business problems
- Properly document business processes and procedures when necessary
- Ensure compliance with policies and regulations through development and oversight of key controls and operational reporting
- Effectively and consistently communicate status and results
- Extensive experience in Agile project lifecycle management

Thank you in advance for taking the time to read my cover letter and to review my resume.

Sincerely,

Emery Wolff