

Supervisor, Distribution Cover Letter

1708 Zemlak PointTurnerland, ME 19034-9633

Dear Oakley Howe,

I am excited to be applying for the position of supervisor, distribution. Please accept this letter and the attached resume as my interest in this position.

In the previous role, I was responsible for warehouse support to all customers supported by DLA Distribution Mapping Support Office (MSO) at Fort Bragg North Carolina.

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

- Strong communication skills and able to manage multiple priorities
- Knowledge of supply chain concepts, standard processes, and procedural process mapping
- Computer literacy and skill to operate specialized software related to departmental operations including Enterprise Resource Planning (ERP), Warehouse Management (WMS) systems, database, Internet, spreadsheet, and word processing programs
- Occasionally lift or push boxes or equipment (up to 35 pounds)
- Knowledge of transportation systems operational nuances (Small parcel, Less than Truckload, Truckload, Intermodal, Rail, Air, Water)
- Hear clearly to understand general conversations in person, over the telephone and in large groups
- Use hands to manipulate objects and paperwork
- Use close vision and be able to focus

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

Sincerely,

Drew Mills