

Technical Support Representative Cover Letter

45324 Jerde BurgsHintztown, HI 20205

Dear Frankie Stokes,

In response to your job posting for technical support representative, I am including this letter and my resume for your review.

In the previous role, I was responsible for technical support to internal associates (Implementation, Client Services, Management and Corporate Support) and/or clients regarding the resolution of product hardware, software and operating system issues via desk side, phone, or remote access for all supported applications or products.

Please consider my qualifications and experience:

- Strong technical knowledge in structural repair inspection methods and repair development in both composite and metal structures
- Strong technical knowledge in mechanical and electrical system especially in support of door systems, interior components, aircraft lighting both internally and externally
- Understanding/familiarity of operations under FAR Parts 91 and 135
- Understanding/familiarity with EASA and/or CAA requirements
- Professional verbal and written communication skills in English and local language (minimum)
- Exhibits strong analytical, organizational and time management skills
- Competent to work with and learn a wide range of software products on a technical level
- Skill in examining and re-engineering operations and procedures, formulating policy, and developing and implementing new strategies and procedures is preferred

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

Sincerely,