

Third Party Cover Letter

840 Josiah CanyonLabadietown, WV 64427

Dear Skyler Schowalter,

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

In my previous role, I was responsible for consultative support and collaborate with business partners and third party management stakeholders to identify enhancement opportunities to strengthen third party.

Please consider my experience and qualifications for this position:

- Communication and presentation skills to provide information and direction, document assessment work papers, and prepare assessment reports
- Financial/quantitative skills and analysis capabilities
- Attention to detail for conducting assessments
- Understanding of functional and technical aspects of application provided by supplier
- Able to collaborate effectively with groups and senior management
- Advanced proficiency using MS Office (Word, Excel, PowerPoint)
- Knowledge of supplier management software applications
- Working knowledge of third party contractual terms and conditions, and an understanding of statements of work service level agreements

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

Sincerely,

Robin Homenick