

# Third Party Cover Letter

723 Sherwood Lodge Stantonmouth, CA 48782

**Dear Royal Koelpin,**

Please consider me for the third party opportunity. I am including my resume that lists my qualifications and experience.

In my previous role, I was responsible for risk management support, advice and guidance on third party management, including engagement with project teams and the Group Chief Procurement Officer and other COO policy owners.

I reviewed the requirements of the job opening and I believe my candidacy is an excellent fit for this position. Some of the key requirements that I have extensive experience with include:

- SAP or JDE One World
- Experience with risk assessments and complex projects/programs
- Have 3rd party Supplier Management (or Procurement Management) and Risk Management experience
- Be a self-motivated self-starter, who can work both independently and as part of a wider team
- Experience managing business processes and account reconciliations
- Demonstrated successful job experience requiring attention to detail and high-volume workload
- Experience with Ellucian Banner Student System and Department of Defense payment portals
- Expert understanding of supplier laws and regulations

**Thank you for considering me to become a member of your team.**

Sincerely,

Corey Pfeffer