

Transcriber Cover Letter

858 Shanahan MillsFredericville, MT 44266-3170

Dear Casey Dickens,

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

In the previous role, I was responsible for you a path way to develop your career up to the manager level and above within Transcriptions department.

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

- Excellent listening and speaking skills in English
- Excellent lingual and auditory coordination
- Familiarity with financial markets and business organizational vocabulary is an asset
- Proficient in basic software (MS Word, Excel, PowerPoint, Skype)
- Outstanding English grammar and vocabulary
- High work ethic standards
- Medical, legal, or related transcription experience
- Previous voice writing or dictation experience

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

Sincerely,

Cameron Weber