

Travel Assistant Cover Letter

44546 Pagac Orchard East Bryan, MS 77576

Dear Phoenix Langworth,

I submit this application to express my sincere interest in the travel assistant position.

Previously, I was responsible for daily telephone and e-mail support and guidance to end users on travel Policy and processes related matters.

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

- Able to work under self direction and able to prioritize workload
- Proven track record of delivering projects, preferably within a retail
- Strong can do attitude with a focus on delivery, customers and the business objectives
- Portuguese + English
- Precise and rigorous
- Active New York State Certified Occupational Therapy Assistant license and registration
- Experience in customer service or call centre environment
- Active Physical Therapy Assistant license

I really appreciate you taking the time to review my application for the position of travel assistant.

Sincerely,

Campbell Hegmann