

# User Acceptance Tester Cover Letter

3954 Loretta PortsKathlineborough, SD 61235-4915

**Dear Alexis Schuster,**

I submit this application to express my sincere interest in the user acceptance tester position.

In my previous role, I was responsible for level 3 (expert) ticket support to resolve complex Business and Supply Chain Systems end-user and applications issues.

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:

- May work occasional late nights or weekends during a project release
- To write test plans and complete documentation that can be followed easily
- To report and track defects in development packages
- To use test tools as part of test processes and to be proactive in investigating ways to improve efficiency
- To conduct sanity checks on live releases including customer documentation
- To provide a point of expert reference on system functionality, correct procedure and document content for the business
- To investigate users queries regarding potential system faults or changes
- To report faults and change requests on behalf of the system users

**I really appreciate you taking the time to review my application for the position of user acceptance tester.**

Sincerely,

Frankie Mitchell