6450 Stoneridge Mall Rd

Pleasanton, CA

630-639-6677

connorreadnour@gmail.com

Dear Hiring Manager,

I am an IWMS Administrator currently living in Pleasanton, California. Although my time here has been relatively short, I have learned how to develop and automate advanced Crystal Reports, designed Excel direct connect reports that gave actionable customer insights, created and modified dashboard and reports in our computer aided facility management software, and acquired strong visualization skills while developing charts, graphs and dynamic reports.

I feel that acquiring this position will help to expose me to some different things that I may have not otherwise discovered, and will help me continue to grow and develop my career. While I have greatly enjoyed my time at my current position, I want to be able to expand my knowledge and skills as much as possible early on in my career.

I firmly believe that I will be a great fit for this position, and I would like to schedule a time to interview with you in person or on the phone. I really appreciate you taking the time to consider my application.

Sincerely,

Connor Readnour