Elizabeth Rose Glazener

18910 Pebble Links Circle

Tampa, FL 33647

March 28, 2023

Keiser University

College of Nursing

6151 Lake Osprey Dr.

Sarasota, FL 34240

Dear Dean Debby,

I am submitting my resume for the position of Salesforce administrator. I am a Certified Salesforce Administrator with both a Bachelor’s Degree and a Masters Degree in Social Sciences. After over 15 years working to support my community in various ways, I recently made the change to become a Certified Salesforce Administrator. I am hopeful that I would make a beneficial addition to your team.

I spent the first 15 years of my career working in case management, crisis management and customer service. I have lengthy and extensive experience working with challenging situations and people as well as interviewing others and writing lengthy reports.

Over the course of my career, I have worked with various CRMs and sucessfully managed large databases. While working with various stakeholders, clients and large amounts of data, I have learned the importance of clear communication, troubleshooting as well as working as a team and using the resources at my disposal to succeed. I learned that strong communication and teamwork are just as crucial as fundamental technical knowledge. I believe that I have both the non profit experience as well as Salesforce knowledge to be an asset to your team.

I appreciate the opportunity to bring my passion and problem-solving abilities to an organization where I can grow, as well as the chance to make a difference with your clients.

Thank you for your time and consideration, and I look forward to discussing this position with you further.

Warm regards,

Elizabeth Rose Glazener