

ANNA GOETZ



Logistics Coordinator

4 July 2023

CONTACT

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 https://annagtz2022.github.io/portfolio_AS/

PERSONAL DETAILS

Nationality

 Ukrainian

Date of birth

 01.06.1987

Marital status

 Married

REFERENCES

Available upon request

Please feel free to browse my portfolio.

https://annagtz2022.github.io/portfolio_AS/



Dear Hiring Manager,

I am writing to express my keen interest in the Logistics Coordinator position at Aker Solutions. One aspect that particularly excites me about joining Aker Solutions is the opportunity to work on a wide variety of projects and contribute to solving global energy challenges. The prospect of actively participating in the ongoing digitization process and developing innovative logistics solutions aligns perfectly with my career aspirations.

Throughout my career, I have gained extensive experience in various areas such as financial product sales, department management, operational efficiency, research, and analysis. For example, I have performed supplier evaluation and selection, managed office supplies, processed invoices, oversaw equipment inventory, and conducted budget planning. I maintained open lines of communication with vendors and stakeholders to ensure smooth operations, promptly addressing concerns and resolving issues. Additionally, I identified cost-saving opportunities and improved process efficiency. My proactive approach, enthusiasm, curiosity to acquire new knowledge, rapid learning ability, and adeptness in navigating high-pressure environments have consistently contributed to exceeding targets, leading to frequent promotions and increased responsibilities.

Having lived in Ukraine and Austria (2019–2021) before relocating to Norway in January 2022, I appreciate diverse cultures and possess excellent communication and interpersonal skills. My volunteer experience at the Embassy of Ukraine in the Kingdom of Norway and translation work for the Historical Museum have honed my organizational, analytical, and language skills, as well as attention to detail.

I am a holder of a residence card in Norway, and I bring a proactive, curious, positive mindset, and a result-driven approach to every challenge. I am confident that my diverse background, strong problem-solving and analytical skills, commitment to self-improvement, and strong interest in technology, customs handling, and process optimization will enable me to quickly grasp new concepts and software to make a valuable contribution to the Aker Solutions' team.

Thank you for considering my application. I look forward to the opportunity to discuss my qualifications further with you.

Sincerely,

Anna Goetz