To: Company Address,

Recruitment Office

# Dear Recruitment Executive,

By this, I confirm my not accidental interest in your company opening vacancy.

Let me share the most relevant and key conclusions before you seen first figure info of my past professional experience.

I am proud I have worked for some great companies and tried myself at different industries: banking, retail, telecom, IT-consulting; took a part in development of various business directions: Operations, Remote Sales and Business Development; mostly, playing a role of subject-matter expert: System Analyst, Business Analyst or Project Manager.

We were very successful, in bank: the Department I used to be a part of had induced about 80% sales, what is a tremendous attainment and I prepared a post-events sales analysis. My research findings as of selected customer groups served a much higher effectiveness for further Department activities.

In retail company: the Operational Technologies office had implemented a new predicting system aimed to optimize cashiers schedules and to minimize the costs. My weekly forecasts were much accurate and had technically implemented with about 1-2% precision for usual stores and 3% for the group of unexpected outliers.

Just notice - not all of the experience described above I would like be included in a targeted short resume, where the last project achievements disclosed well.

So, I had a strategy that eventually lead me to developed analytical skills, diverse practice knowledge, smart business culture. Advantages I am offering today. The current strategy is to apply the knowledge, to utilize the skills, create a value, to meet stakeholders and to start from an entry point.

Ask me, if you haven’t received my actual resume, after the application.

Best,

Taras Novak

Home Address

Country