

KELECHI PRECIOUS OPARA

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To

Hiring Manager,

Dana Plast Limited

Dear Hiring Manager,

I'm writing to express my interest in the senior facility manager position at Knight Frank. I have over five years of extensive experience overseeing the implementation of process and system development for various companies. I hold a bachelor's degree in Mechanical engineering from Igbinedion University and completed my Certification of Engineering in Mechanical Engineering at Al Shabaka Technical Institute Academy. I am confident that with my combined skills in facilities management, maintenance and operation of equipments, process improvement and quality assurance, would ensure i become an asset to Dana Plast Limited.

Currently, As a Facilities Maintenance Manager for UPDC Facilities Management Limited, I have led multidisciplinary teams across every department of the company. I integrated operational standards and process designs and assisted senior engineers and technicians in policy development, quality assurance protocols, and safety standards according to local, state, and federal regulations. Additionally, I supported the ongoing maintenance of facility equipment, which included scheduling repair and cost-efficient budget allocation of materials and resources.

With my experience i have successfully managed the operations of MEP system, Hvac system, power, water treatment plant, sewage plant ,waste water treatment plant etc., ensuring compliance with all regulatory standards and optimizing operational efficiency. I have a proven track record in:

- Leading teams to improve operational processes and increase efficiency.
- Managing budgets and reducing operational costs through strategic resource allocation.
- Implementing and maintaining state-of-the-art technology solutions to streamline utility operations and enhance service reliability.

I'm confident in my ability to support the ongoing growth and development of Dana Plast Limited through proven operation and management techniques and team collaboration. I'm eager to apply my extensive knowledge of regulatory control standards to ensure the efficiency and safe operation of Dana Plast Limited in Nigeria.

I'm excited to learn more about this unique opportunity and am available at your earliest convenience to discuss it further. I appreciate your consideration and look forward to speaking with you.

Sincerely,

Kelechi Precious Opara