

Gary B. Genett

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[DATE]

[NAME]

[TITLE]

[COMPANY NAME]

[ADDRESS]

[CITY, STATE ZIP]

Dear [NAME]: || Dear Director of Human Resources:

In my search for a new challenge where I can leverage my extensive product and project management experience, I was pleased to find [COMPANY NAME]'s opening for a [POSITION TITLE]. Eager to learn more about this exciting opportunity, I have enclosed my resume for your review.

Throughout my career, I have established a reputation as a transformational leader who is driven by challenge, undeterred by obstacles, and committed to exceeding expectations. My expertise encompasses all aspects of the product management lifecycle, from ideation and scope definition through to the final delivery, according to stakeholder requirements. My ability to build cross-functional consensus to promote transparency and influence positive change has been repeatedly proven. Furthermore, I possess advanced expertise in GNU/Linux, cloud architecture, and automation. My track record of success has been reinforced by establishing top-performing staff teams and encouraging professional growth at all levels. Through sound decision making and leadership, I have aided past employers, including Alaska Airlines, Enviro-Master, and F5 Networks in achieving short- and long-range goals. If given the opportunity, I will work tirelessly to deliver similar results for [COMPANY NAME].

Over the course of my professional history, I have achieved the following career highlights:

- As a part of a \$40M integration program, pioneered a centralized documentation management system and ongoing maintenance processes aimed at helping Alaska Airlines become the first airline to succeed in pulling off FCC certification of full M&E system alignment post-merger with Virgin America.
- Built an integral new cloud/orchestration team to ensure smooth operations and optimal productivity amid evolving organizational dynamics at F5 Networks.
- Drove the successful milestone release of 5 innovative technologies and deep product rewrite at F5 Networks.

In me, [COMPANY NAME] will gain a diligent, goal-oriented professional with the agility, dedication, and focus required to successfully fill the role of [POSITION TITLE]. As such, I would welcome the opportunity to meet in person and discuss this opening in detail.

Thank you for your consideration. I look forward to hearing from you!

Sincerely,

Gary B. Genett

Enclosed: Resume