

Lorraine Skalla
262 NW Outlook Vista Dr.
Bend, OR, 97703
503-784-7521

February 6, 2017

To the Manager of Giant Loop,

I like my work how I like my rides: challenging, with lots of twists. If you're looking for that team player who *likes* the curveballs, enjoys being handed new challenges, and thrives on self-management; you found her. I truly have the kind of talent, personality, and dedication you are looking for in an Operations Manager.

As a member of The Litas motorcycle crew, I have a passion for riding, adventure, and great gear. That love, combined with my education and background would make me a solid addition to your team.

I have strong organizational skills and can write those clear, precise documents so necessary to accurately conveying information. I have a background of managing small teams in detail-oriented environments where efficiency was paramount. My education focus is on Operations Management, with Lean principles being a staple of the degree.

I am an exceptionally fast learner with an analytical mind. If I don't know something, I'll find the answer and retain in. I can effectively build solid relationships and pinpoint opportunities to create a more productive work environment and improve our processes.

I strive to always do the right thing; and will bring my sense of humor, bright outlook, and work ethic. I look forward to speaking with you to discuss everything I can offer the Giant Loop team.

Best Regards,

Lorraine Skalla

