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|  | |  | Maxeon Solar Technologies  Biñan City  Dear Sir/Ma’am,    Good day!    Please accept my application for the Senior Partner and Operations Support Representative position. After reading the job descriptions, I am confident that I would be a perfect fit in this position, as my experience and abilities precisely match your requirements.    Are you looking for a Senior Partner and Operations Support Representative with:     * Seven (7) years of hands-on experience in sales role that specializing in customer service and order management? * Proficient in MS office (Excel formulas, Word, Power Point, Outlook)? * Ability to communicate effectively with customers? * Excellent written and oral communication skills? * Well-trained in receiving and analyzing customer POs? * Well-trained in handling and processing delivery documents such as sales invoice, delivery receipt, PEZA documents, proforma invoice, packing list and bill of lading? * Ability to communicate with other departments to meet the customer requirements? * Ability to be flexible and go beyond the everyday job requirements to get problem solved? * Ability to adapt of large amount of data? * A passion to learn and increase her skills? * Can work under minimal supervision?     If so, then I am confident that I am fitted in this position and you don’t need to look further. You will see from my enclosed resume that I meet all of these qualifications and more.    I would very much like to discuss opportunities with Maxeon. To schedule an interview, please text or call me at 0907-543-9715.    Thank you for taking the time to review my resume. I am looking forward to know more about your company and the position.    Thank you very much.  Sincerely,    Manilyn Ratonel |
| **MANILYN**  **RATONEL**  Marker | |
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