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Hiring Team

Rapid Talent Group

SUBJECT: Application for Project Manager at Rapid Talent Group

Dear Rapid Talent Group Hiring Team,

I am writing to express my strong interest in the Project Manager position advertised on LinkedIn. With over 10 years of experience managing the full lifecycle of complex technical projects, I am confident I possess the skills in planning, execution, and stakeholder communication required for this role.

My background includes extensive experience facilitating business requirement discussions, developing detailed project plans, and maintaining comprehensive documentation—including schedules, status reports, and risk logs—using tools like Jira and Confluence.

I am proficient in creating data visualizations with Power BI to support business decisions and collaborating closely with stakeholders to ensure project deliverables align with strategic business needs, as demonstrated in my work with clients across finance, retail, and healthcare.

As an adaptive and detail-oriented professional, I am committed to delivering projects on time and to the highest quality standards. I am eager to bring my project management expertise to your team and would appreciate the opportunity to discuss my qualifications further.

Thank you for your time and consideration.

Sincerely,