

Aye Thinzar Kyaw Lwin
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To whom it may concern,

I, Aye Thinzar Kyaw Lwin, wish to apply for a customer service managerial role at your organisation.

As for my background, I have been working in the customer service fields since 2002 to current time. I moved from one position to another in search of self improvement, higher responsibilities and more experiences in other sectors so as to make bigger and more positive contributions in the future. Now that I have gained enough from my track records of working in various positions, I now have more confidences and more skills to tackle more challenging responsibilities. The reason to apply is not just that alone; I am in need of a job that is a fitting match for my family future as well as a job that rewards well be it financial security or professional development.

Some of the most significant skills I would utilize if hired to be your Customer Service Manager include outstanding communication ability, attention to detail and critical reasoning. I am also proud of my constant dedication to maintaining a positive work environment and assisting the development of everyone around me. I do not shy away from challenges, enjoy seeing new places and people and adaptable. Most importantly, I am eager to work for a company that recognizes and rewards my performance and ambitions. I have always had strong public relations skills and being a mother myself, I can handle children as well as any other children related issues.

My IT skills are strong and I have proved to myself, my superiors and peers at my current job, and previous jobs, that I can learn complex applications and procedures and adapt to any kind of changes; be it software, workplaces or colleague, within weeks. My research skills are more than average and I have a strong scientific and technical analytic mind which I employ every time I hit a bump while on shift.

Thank you for spending time to review and consider my application. I look forward to learning additional information about the Customer Service Manager position as well as the corporate culture at your esteemed organisation. If I am selected for this role, I will showcase all of the aforementioned skills, provide exceptional service to your customers and learn how to best support your organization.

Sincerely,

Aye Thinzar Kyaw Lwin