

CUSTOMER SERVICE

Sybil Gardella

COVER LETTER

Dear Hiring Manager,

I am writing to express my interest in the part-time customer service position at Brightway Solutions Ltd., as advertised on your website. With over 30 years of experience in customer relations and management, I am confident that my skills in communication and problem-solving will allow me to make valuable contributions to your team.

After retiring from my role as Customer Service Manager at a leading retail company, I have stayed active by volunteering at the local community center, helping resolve customer inquiries and coordinating events. This experience has further developed my interpersonal and organizational skills.


I am particularly drawn to Brightway Solutions due to its reputation for excellent customer care, and I am excited about the opportunity to bring my expertise in providing excellent service to your clients.

I would welcome the chance to discuss how my background and experience align with your needs. Thank you for considering my application. I look forward to the possibility of contributing to your team.

Sincerely,

Sybil Gardella

DETAILS

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FROM

Sybil Gardella

Customer Service

TO

Devon Weaver

Brightway Solutions