

Preyesh Kapoor

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Month Day, Year

Sara Dawson
Recruiting Coordinator
Mohawk Industries
160 S. Industrial Blvd.
Calhoun, GA 30701

Dear Sara Dawson:

I am writing to express my interest in the Marketing Project Manager position at Mohawk Industries. As a seasoned professional with over six years of project management experience, I bring a unique perspective and a solid foundation in communication and team collaboration; skills that are directly transferable and essential to success in this role. Mohawk's commitment to innovation and sustainability aligns deeply with my personal values, and I am confident that my skills would contribute significantly to Mohawk's commitment to building a better future through responsible business practices.

In my role as a Digital Project Manager for the last six years, I consistently delivered high quality outcomes, meeting project objectives on time and within budget. Leading teams of six or more people across multiple departments allowed me to understand the nuances of collaboration and communication, often bringing a balance of active listening and clear direction to achieve project goals. In particular, my leadership on projects such as the Compass User Initiative increased digital traffic by 50%, resulting in a 45% increase in sales. To achieve this goal, I partnered heavily with both marketing and technology teams to maximize our success.

While my background is not exclusively in marketing, I feel that strong communication has been at the core of my success. My experiences as a product manager and team leader have sparked a deep interest in marketing project management, and I am excited to apply my skills and collaborative spirit to this space. I am confident that my blend of project leadership and interpersonal skills will be an asset to your team.

I am eager to talk more about how my experiences and skills can fit the needs of Mohawk Industries. Should you require any additional information or like to speak with me further about my qualifications, please contact me at 706-UGA-1785 or pkapoor@uofga.edu. I look forward to meeting with you soon!

Sincerely,

Preyesh Kapoor