**Prisha Advani, Hiring Manager**

Zoom Video Communications

55 Almaden Blvd

San Jose, CA 95113

(123) 456-7890

t.henriksson@email.com

Upland, CA

[LinkedIn](http://linkedin.com)

**January 23, 2023**

**ENCLOSURES**

* Resume
* Application
* Letter of recommendation
* PMP certification

**Dear Ms. Advani:**

Like countless others across the globe, I experienced difficulties adjusting to a new lifestyle after 2020, but Zoom saved the day with a platform for everything from work-at-home meetings to connecting with my family for occasions that I otherwise would have missed. And thanks to my adaptability, SaaS experience, and PMP certification, I now hope to provide my coordination, organizational, and management skills to help Zoom deliver happiness to other folks as well.

I bring a well-rounded management style to the table, blending traditional methods and technical infrastructures to seamlessly generate status reports, dashboards, and roadmaps to success for every cross-functional project. Some of the earliest experiences that laid the foundation for my current management style included using NodeJS to automate a customer-facing mobile app for StateFarm that helped clickthrough rates climb by 5 percent. I then guided my software development team using Agile to implement APIs that increased reporting speed by 23 percent.

Later, I collaborated with 3 other project managers at Chase to align their marketing strategies more closely with company goals by developing a SaaS product to personalize client experiences. By coordinating cross-functional project plans that unified and optimized the quality and efficiency of Chase’s marketing and software teams, I was able to reach 98 percent of company goals on time and beat client retention expectations by 19 percent. The algorithmic improvements that I initiated continue to bolster the company’s success today.

My work with key stakeholders, clients, and professional peers throughout the initiation and discovery process makes me an ideal candidate to optimize video communications that will empower people to accomplish more. Please contact me for more details on how I can analyze and integrate data to make Zoom’s communications more frictionless and secure than ever.

Thank you for your time and consideration,

**Timothy Henriksson**

*Technical Project Manager*

**TIMOTHY HENRIKSSON**

**TO**