

## **Cover Letter**

### **Subject: Application for Supply Chain / Material Planning Position**

Dear Hiring Manager,

I am writing to express my interest in a position within supply chain management, with a particular focus on procurement and material planning. Currently pursuing a Ph.D in Upstream Supply Chain, I bring both academic depth and hands-on industry experience in international manufacturing environments.

Over the past years, I have developed strong expertise in procurement and supply chain operations through my roles at TESCA Seat Components and MARTUR FOMPAK International, where I managed supplier coordination, material availability, and inventory optimization in fast-paced industrial settings. In my current role as a Material Planner, I am responsible for ensuring production continuity by aligning material planning with operational needs, monitoring stock levels, and proactively addressing supply risks.

My experience has allowed me to build a solid understanding of end-to-end supply chain processes, from forecasting and supplier communication to logistics coordination and performance monitoring. I am particularly comfortable working with planning tools such as MRP systems and SAP (MM, PP, SD), and I apply structured methodologies such as Lean Management and continuous improvement principles in my daily work.

Beyond technical skills, I am known for my strong sense of responsibility, analytical mindset, and ability to collaborate effectively with cross-functional teams. I am highly motivated to contribute to a dynamic, international environment where I can continue to grow while adding value through efficient and reliable supply chain operations.

I am especially interested in opportunities that combine operational excellence with strategic development, where I can leverage both my professional experience and my ongoing academic research.

I would welcome the opportunity to further discuss how my profile aligns with your organization's needs.

Thank you for your time and consideration.

Yours sincerely,  
**Wiame Skhairi**