

SAMUEL A. JASON

172 Pierce Avenue | Macon, GA 31204 | 478 -742-2442 | sam@careerpropus.com

<<Date>>

<<Name>>

<<Title>>

<<Company>>

<<Address>>

<<City, State Zip>>

Dear <<Salutation>>:

I was very pleased to learn about the <<JOB TITLE>> position with <<NAME OF COMPANY>>. I believe I would be an ideal candidate, since I have the following skills you are looking for:

- Operations Analysis and Management
- Lean Six Sigma Black Belt
- Leadership for Organizational Change
- Staff Development and Cohesion

After crafting a 21-year US Army Officer career with a specialty in structured analysis and organizational development I am looking for a lifetime career where I can use and expand my skills to make a positive impact. I seek an organization that values experience, ingenuity, loyalty, and discipline. As a proven manager, innovative analyst and team-builder, I have solid experience in the assimilation of large-scale operational challenges with a track record of exceeding goals at all levels. I have attached my resume for your review and consideration. I have held a Secret security clearance and was entrusted with millions of dollars' worth of equipment and assets and directly managed multi-million dollar operating budgets.

- Launched first Army Medical Recruiting Brigade, fostering congressional-level acceptance and structuring a success model to exceed military medical staffing needs worldwide.
- Contributed Innovated improvements to medical recruiting production with record-breaking results.
- Earned certification and applied Lean Six Sigma Black Belt techniques across large organizations.

I excel under pressure and am an excellent process troubleshooter, with a highly developed analyst's approach and a Master's Degree in Emergency and Disaster Planning and a Bachelor's Degree in Kinesiology, additional professional training in Lean Six Sigma, and I attended the U.S. Army Command and General Staff College focusing on strategic and operational studies.

I look forward to hearing from you to arrange a personal interview at your earliest convenience.

Sincerely,

Samuel A. Jason