

P.O. Box 15974
Little Rock, AR
March 19, 2007

Ms. Helen O'Grady
Vice President of Operations
Farm Mart
3720 West Nelson Street
Little Rock, AR

Dear Ms. O'Grady:

I discovered the job opening for Senior Director at Farm Mart (Job Number 03-J5321) on the Farm Mart website, and it is my hope that my extensive experience in grocery store management with Grocery Zone will allow me to extend the same careful guidance to Farm Mart.

I have twenty-two years of experience in the grocery-store industry to offer Farm Mart. I am familiar with and have worked in multiple levels of positions, from bagger to Regional Director of Operations, and I believe this makes me especially well-prepared to take on a leadership role in your company.

The education I have received works exceptionally well alongside my employment experience. In addition to receiving an M.B.A., I have done extensive research on my own involving budgeting and financial planning. Each year, I take classes at the local community college to continue my education and to stay current on best business practices. My success with Grocery Zone and my performance as Regional Director of Operations at Farm Mart is evidence of the useful applicability of this education and research.

While I greatly enjoyed my work at Grocery Zone and learned a lot during my time with them, I would like to increase my experience and areas of skill in ways that I would not be able to at Grocery Zone. I believe Farm Mart can give me those opportunities.

Please review my attached résumé and contact me if you have any questions or would like to schedule an interview. I can be reached at 501-555-6547 or at caseygrinds@gmail.com. Thank you for your time and I hope to hear from you soon.

Sincerely,

Casey Grinds