

LORA ASHLEY JACOBS

1000 West Ford • Pittsburg, KS 66762 • (620) 123-1000

October 2, 2017

Jason T. Jones
Vice President, Investor Relations
Bryan & Marsh, Inc.
Post Office Box 757
Number 1 Marsh Road
St. Louis, Missouri 64000

Dear Mr. Jones:

Recently I was speaking with Ms. Veronica L. Down who was representing Bryan & Marsh, Inc. at the Pittsburg State University Career Fair, and she strongly recommended that I send you a copy of my resume. Knowing the requirements for the position, she felt that I would be an ideal candidate for the **Analyst, Investor Relations** position. I believe that the combination of my education and professional experience create a perfect match for the position. I would appreciate your consideration of my credentials as presented below and within my resume, enclosed.

In May of 2017, I will complete my Bachelor of Science degree in Communication with an emphasis in Public Relations and a minor in Leadership at Pittsburg State University. My coursework at PSU has presented itself as an avenue to develop skills including: written communication, statistical analysis, strategic planning, and computer proficiency. Professional experience as a volunteer Spanish Interpreter for the city of Pittsburg has allowed me to excel in my oral communication and presentation skills.

I am confident that with my abilities, I can make an immediate and valuable contribution to the Investor Relations Department at Bryan & Marsh, Inc. I am certain that an interview would demonstrate my energetic nature and qualifications. I look forward to meeting with you, Mr. Jones, and will give you a phone call to follow up on this letter during the week of October 7th, 2017.

Sincerely,

Lora Ashley Jacobs

Lora Ashley Jacobs
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Enclosure (Resume)