

John Larson
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November 14, 2017

Dear Hiring Manager,

I'm applying for a position at your company. Based on the posted description, I'm confident that I am fully qualified for the position and will be a strong addition to your team. I've got plenty of experience working very fast, and hard. I am looking for a job to hold down long term, and hopefully even move up the company's ladder if possible. I would appreciate a job interview at your earliest convenience. Please find my resume attached.

Sincerely, John Larson

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General Labor Associate

Experienced, hard worker seeking to fill a position for the long term.

Key Qualifications

- Lots of time working as a warehouse/factory employee.
- Fast paced, hard worker.
- Certified on multiple forklifts and proficient with power tools.

Work Experience

Assembly Line, Ford Motor Company

June 13th 2017- September 9th 2017

8121 US-69, 64119, Kansas City MO, 816-459-1249

- As a new employee Ford had me filling in spots for people, not maintaining a stable position on the line. This provided me with a much greater knowledge of how we built our trucks. Some of my duties were working with big power tools, dropping batteries in trucks, bolting and hoisting chairs into trucks, installing ac units etc. Was told from the start we'd be laid off on the 9th, but I have no plans to return. When we began our training they told us this 3 month hiring process could go on for 3+ years and I'd like to find something more stable.

Machine Operator, Phillips Medisize

October 1st 2016- June 9th 2017

428 Technology Dr E 54751, Menomonie WI 877-508-0252

- Job included basic understanding of machine operations, working with small parts in a clean room and maintaining their standard of cleanliness as expected in a medical environment. I had amazing co-workers here and finally got a call from Ford after a 2 year wait, and was almost forced to leave!

Product Picker, Andersen Windows

January 10th, 2016- September 30th, 2016

201 Look Out Rd, 54751, Menomonie WI, 816-235-3430

- Job duties here were, operation of multiple forklifts depending on product in demand, staging product in the stage lanes, cleaning, and working in coordination with your team to provide a smooth and efficient work experience. Left for a job with more benefits, and better pay.

Education

High School Diploma

Excelsior Springs High School

Graduated in 2013

- Graduated with a 3.8 GPA

References

1. Brad Ryser- 21692 E Alamo Place, Centennial CO- 720-412-9394
2. Rick Haxton- 614 Woodridge Ct, 54751 Menomonie, WI- 816-550-1640
3. Adam Mounce- 19146 E 22nd Dr, Aurora CO- 720-385-9226

