

# Matthew Jarvis

Manager

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Mr. Mark Richard  
Danvast Career Search

Dear Mr. Richard,

Thank you for the opportunity to apply for the Poultry Farm Manager role at your client's company. After reviewing the job description, it's clear that you're looking for a candidate that is extremely familiar with the responsibilities associated with the role and can perform them confidently. Given these requirements, I am certain that I have the necessary skills to successfully do the job adeptly and perform above expectations.

I am a hard-working professional who has been consistently praised as being focused and results driven by my peers and management. Over the course of my 2-year career, I've developed a skill set directly relevant to the farm manager role you are hiring for, including animal husbandry, quality control analysis and labor usage. Overall, I have consistently demonstrated problem-solving, communication and management abilities in every aspect of my poultry farm manager role at Milkwood Poultry Farm, and I invite you to review my detailed achievements in the attached resume.

After reviewing my resume, I hope you will agree that I am the type of competent and competitive candidate you are looking for. I look forward to elaborating on how my specific skills and abilities will benefit your organization.

Thank you for your consideration, and I look forward to hearing from you soon.

Sincerely,  
Matthew Jarvis