

Jasmine Brown

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Pat Martin
Holden Manufacturing
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[month, day, year]

Dear Pat Martin:

During my time as a senior logistics officer at Fort Bragg, I coordinated multi-million-dollar supply chains supporting domestic and international operations for the Marine Corps, Air Force, and Coast Guard. I also identified opportunities to reduce supply costs by 3%, driving over \$4 million in annual savings. My military experience will allow me to thrive in the supply chain analyst role with your company.

Holden Manufacturing's need for an experienced leader with a background in procurement strongly aligns with my professional background. While serving in the U.S. Army, I managed a diverse team of military personnel to support all aspects of supply chain operations. I can solve complex challenges for your organization based on my previous successes:

- Coordinated logistics for multi-million-dollar supply chains supporting domestic and international operations for the Marine Corps, Air Force, and Coast Guard
- Oversaw the procurement, transport, and distribution of supplies to troops for military operations, including food, medical supplies, ammunition, and fuel
- Led a diverse team of 15 personnel to manage inventory and logistics, assigned responsibilities, evaluated performance, and ensured adherence to army standards

I would like to schedule an interview to provide more insights into how my unique background in logistics can enhance supply chain operations at Holden Manufacturing. Feel free to contact me via phone or email at your convenience. Thank you for your time and consideration.

Best regards,

Jasmine Brown