

1 February 2009

Lockheed Martin
200 Aerospace Circle
Littleton, Colorado
Attn: John Smith, Senior VP of Aerospace Operations

Dear John

A mutual friend, **Betty Walsh**, strongly recommended that I send you a copy of my resume. It was her understanding that one of your senior managers would soon be retiring and that you were looking for someone with Project Management, Consulting and Training experience to manage some of your key programs.

I have extensive experience with fortune 500 companies to include **aerospace**. A few of my accomplishments are highlighted below.

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|---------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Program Management | 10 years experience to include producing \$16 million per year in additional revenue for a fortune 500 company . |
| Consulting | 10 Years consulting experience to more than 30 fortune 500 companies include Senior Consultant for Department of the Navy, decreasing ship down time for overhaul from 180 to 45 days . |
| Project Management | Extensive PM experience to include implementation of an MRP system for an Aerospace manufacturing company, cutting costs 25% and improving on time deliveries 85% |
| Training | Trained 750 global team members of a Fortune 50 company in retention improvement resulting in a company wide retention improvement of 5.5% over 12 months saving \$100 million . |

Please see the attached resume for a more detailed look at my career. I look forward to meeting with you in the near future to discuss how I might fit into your companies needs and will give you a call early next week to arrange a time on your appointment schedule.

Sincerely,

Ezra Williams
303-371-9180