

Richard Large
373 Phillips road
Valley falls
Ny 12185
518-727-9423
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January 28, 2020

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 would appreciate a job interview at your earliest convenience. Please find my resume attached.

I can be reached at the number above or at my email address.

Sincerely,

Richard Large

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Survey Crew Chief

Experienced professional seeking to fill a <name of position> position.

Key Qualification

- 28 years experience
- 5 years office experience

Work Experience

Survey Crew Chief Control point

December 2017- present

- Perform boundary and topography surveys
- Construction stake out

Head Surveyor Ewell W Finley

Jan2011-December-2017

- Clean room control
- Stakeout clean room tools
- Layout overhead automation

Education

High School Diploma
Niskayuna high

Sept 78- june 82

References

Available upon request.