

**John Smith**  
950 Tharp Road #1000  
Yuba City, CA 95993  
(530) 555-5555

July 31, 2013

Human Resource Manager  
Target

Good Afternoon,

In response to your advertisement in CalJOBS for a Warehouse Associate, please accept the following resume as my application for the position you are offering.

I am under the impression you are seeking an employee with a capability of forklift operation to maneuver product by way of pulling inventory accurately and moving to various locations within your warehouse facility. My experience with forklift operation, inventory control, and ability to recognize all facets of food distribution within a warehouse environment make me a viable candidate for this position also allowing me to utilize my physical capabilities and strong health condition.

I am skilled at building a rapport with fellow workers, and if the opportunity to work for your organization would present itself I would offer the ability to honor safety guidelines and procedures while working under timelines and meet deadlines at your company's specifications.

My experience in this field along with strong working knowledge of maintenance capabilities, as well as my diverse trouble shooting skills, along with powerful customer service skills and professional demeanor make me a strong candidate for this position.

Thank you for your review of my resume. I look forward to the opportunity to meet with you in an interview format where we may discuss my capabilities.

Respectfully yours,

John Smith

Enclosure: Resume