

Jamie Ballard

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August 4, 2020

Hiring Manager
Indorama Ventures
9801 Bay area Blvd
Houston, Tx 77051

Dear Hiring Manager,

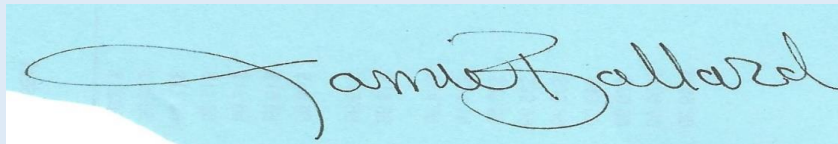
I found your posting on INDEED for a Government Affairs Manager. After looking at the qualifications I felt I could be a great addition to your team.

I have a very broad base of experience in a variety of fields. My bachelor's degree in business management, with a minor in environmental science, plus my experience as a small business owner gives me great insight into the connections between government regulatory agencies and business. I have also completed projects in environmental health and science which make me uniquely qualified to act as a spokesperson for your company on these issues.

I am passionate about adhering to sustainable development ideals while still giving companies the freedom to engage in their industry without unnecessary government restrictions. I know how important it is to keep your company up to date on legislation slated to affect operating plans for your future. I will make those connections with legislatures and regulatory department heads, addressing your concerns, to be sure your voice is heard before new regulations become final.

Thank you so much for taking the time to consider my resume. I am readily available for an interview and look forward to hearing from you soon.

Sincerely,

A handwritten signature in black ink on a light blue background. The signature reads "Jamie Ballard" in a cursive, flowing script. The "J" is large and loops around the "amie", and the "Ballard" is written in a similar cursive style.