

To Whom It May Concern:

I am currently retired after a long and rewarding career.

I would now entertain working part time for a successful company. I bring to the table management and computer skills. I also have outstanding people and organizational skills. If you are looking for somebody that is professional, reliable, detail oriented and conscientious I am the gal for you.

Looking forward to hearing from you soon.

Very truly yours,

Sharman A. Mehlman