

Mark D. Ratta, M.A., M.B.A.
1036 Joyce Lane
Toledo, Ohio 43615

Re: MBA Position.

Dear Fellow Business Professional:

Thank you for your time and efforts in reviewing my qualifications. I hereby submit my resume for your consideration.

My skills as a recent U.T. MBA graduate and business consultant, in combination with my established expertise as an educator and counseling therapist, create a unique offering to the business world. My transferable strengths as a Social Worker, Professional Counselor, and College Instructor in **problem solving, project administration, team management, training, sales, and community relations** together with my ability to perform a variety of **strategic, financial, marketing, operational, organizational, and other business analyses** afford me innovative competencies greater than the sum of my diverse experiences. It is my hope that a review of my accomplishments serves to demonstrate my potential value to your organization.

My years of service to the greater Toledo area have proven the importance of a **vision for the future** toward stronger communities and economies, and I am now trained in a **wide range of essential agency, small business, and corporate understandings**. These understandings will only continue to expand given the recent completion of my **second master's degree, an MBA from the University of Toledo**, and the thorough extension of my knowledge, experience, and abilities into the business world.

I am confident that the value of my experience and education provide a favorable match to the opportunities and challenges addressed by your organization, and I look forward to discussing the possibility of working with you toward our mutual goals.

Sincerely,

Mark Ratta, M.A., M.B.A.

U.T. M.B.A., 8/2007

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