

A	Dear Sir or Madam :
B	Sincerely,
	<u>James L. Nardinski</u>
C	I am a recent graduate of Midlands Community College in Detroit, with an Associates Degree in Industrial Engineering . In addition, I have worked for the past three years on a part-time basis while attending Midlands and now on a full-time schedule at Michigan Industries, Inc., as a special-assignment worker.
D	Personnel Manager Loudons, Inc. 4619 Drove Lane Gary, IN 46409
E	My duties required me to work closely with the plant foreman, general foreman, and plant supervisors and gave me extensive exposure to quality-control techniques and manufacturing processes. Details of my education and work experience are contained in the enclosed résumé.
F	I will be happy to meet with you at your convenience and provide any additional information you may need. You can reach me either at my home address or at (313) 233-6312 during regular business hours.
G	The Detroit Free Press recently reported that Loudons is constructing a new assembly plant near Gary. I would like to apply for a position as a foreman in the new plant.
H	4 Washington Boulevard Detroit, MI 48214 June 14, 1999

Write the correct order of the application letter below:

- 1-
- 2-
- 3-
- 4-
- 5-
- 6-
- 7-
- 8-