

**JACK JEFFERSON**

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Date

Dear Executive Recruiter:

I am a manager with diverse healthcare experience with an emphasis in social services, case management and home health. Some of my key strengths include:

- Initiating revenue producing and cost-saving home health, discharge planning and quality improvement strategies
- Improving systems and operations
- Increasing physician referrals and support of programs
- Developing staff through training and participation in projects.

If you are working on a client assignment, I would welcome hearing from you.

Sincerely,

Jack Jefferson

Enclosure: resume