

1009 Brighton Drive

Menasha, WI 54952

February 14, 2013

Mr. Donald Merkes

City of Menasha

140 Main Street

Menasha, WI 54952

Dear Mayor Merkes,

Susan Nett, R.N., manager at the Menasha Health Department, recently informed me that there would be a voluntary opening on the City of Menasha's Board of Health in May of 2013. After a lengthy discussion of the requirements of the three year term, I have decided that I would be interested in applying for this position. I have had qualifying experiences as an R.N. in Managerial Occupational Health settings as well as volunteering at the Fox Cities Community Health Center, and the Menasha Health Department during retirement. Please see my resume enclosed for further details.

If you have any questions or concerns, I can be reached by phone at 1(920)729-3757 (H) or 1(920)427-2926(C). My email addresses are ruthneeck@new.rr.com or ruthneeck@gmail.com. Thank you for considering me for this challenging position.

Best regards,

A handwritten signature in cursive script that reads "Ruth M. Neeck, R.N.".

Ruth M. Neeck, R.N.

RELEVANT EDUCATIONAL AND WORK EXPERIENCES OF RUTH

RELEVANT EDUCATIONAL EXPERIENCES:

SCHOOL	COURSE OF STUDY	FROM/TO	DEGREE
EMF America Eugene, Oregon	Medic/First Aid	1993-2014	Cert.
FVTC - Appleton, WI	Registered Nursing (Passed State Boards in July, 1981)	1979-81	R.N.
CMU - Mt.Pleasant, MI	Teaching Recertification	1962-65	B.S.E.
DMLC - New Ulm, MN	B.S. Education	1957-66	B.S.E.
DMLHS - New Ulm, MN	High School Academy	1953-57	H.S. Diploma

RELEVANT WORK EXPERIENCES:

NAME/LOCATION	JOB TITLES/DUTIES	FROM/TO	REASON TO LEAVE
Presto Products Appleton, WI	Corp. O.H.N.	1993-2003	"Retired"
Repap, WI Kimberly, WI	Health Services O.H.N.	1990-93	Grow in Profession
St. E's Hospital: Appleton, WI	Utilization Review Specialist	1986-90	Closed Dept.
St. E's Hospital: Appleton, WI	Staff Nurse ICU and Medical	1981-86	Util. Rev.
St. E's Hospital: Appleton, WI	Nursing Assistant Pediatrics/Float	1973-81	R.N. Degree
Lutheran Schools: Appleton, WI Owosso, MI Kenosha, WI	Teacher Elementary Ed. Elementary Ed. Elementary Ed.	1960-71	Rear Family
Union Hospital: New Ulm, MN.	Nursing Assistant College Job	1958-60	Graduation
St. Clare Hospital: Monroe, WI	Nursing Assistant Summer Job	1956-60	College