



July 14, 2010

Dear Colleague:

I am requesting your assistance in helping me identify individuals who are qualified and have an interest in applying with the Cincinnati Metropolitan Housing Authority (CMHA). CMHA, a high performing and innovative housing authority, was established in 1933 to provide decent, safe and affordable housing to low and moderate-income families.

I have found that in today's labor market, one of the most effective ways of finding qualified applicants is through networking with individuals like yourself, who recognizes talent and excellence when you see it. Knowing that you are interested in the professional development of your colleagues, I am requesting your help in publicizing this opportunity to work for an outstanding agency, by making available the enclosed position descriptions to anyone whom you believe would be interested and qualified.

Please contact Jennifer Madaris at (513) 721-4580 extension 5125 or jennifer.madaris@cintimha.com if you personally are interested, know of anyone who may be interested in this excellent career opportunity, or have any questions. Your assistance in this matter is greatly appreciated.

Sincerely,

A handwritten signature in cursive script that reads "Lisa R. Thomas".

Lisa R. Thomas, PHR
Manager, Human Resources

Enclosure: Job Postings