

# Memorandum

**To:** Interested Party  
**From:** Jane Bueg, PHR  
Corporate Services Director  
**Date:** 6/9/2014  
**Re:** Inquiry

Thank you for your interest in our organization. In order to consider your qualifications a completed *Ozark Opportunities, Inc.* Application for Employment must be submitted.

Please complete the enclosed application and return to my attention as soon as possible.

I suggest you attach a resume (if not already submitted) and your educational credentials.

Mail Original to: Jane Bueg, PHR  
Ozark Opportunities, Inc.  
P.O. Box 1400  
Harrison, AR 72602

PHONE: 870-741-9406 x233  
FAX: 870-741-0924  
E-MAIL: [jbueg@ozarkopp.org](mailto:jbueg@ozarkopp.org)