

---

**Jeffrey Tenin**

5938 Henry Ave Apt. 19  
Philadelphia, PA 19128  
815-519-3580  
Jeffrey.Tenin@gmail.com

To Whom This May Concern:

I would like to formally apply for the Position of Adolescent Substance Abuse Case Manager with CORA. I believe my resume will highlight my diverse experience, work ethic, and passion for the field. I am new to the Philadelphia area and would love to join an organization that provides aid to adolescents/young adults as well as provide a brighter future for the most vulnerable. I am confident I could be an asset to CORA. Thank you for your time, and I look forward to hearing from you.

Sincerely,

**Jeffrey Tenin**