

January 20, 1977

Mr. Burt L. Risley, Executive Director
State Commission for the Blind
Stokes Building
314 West 11th Street
Austin, Texas 78711

Dear Mr. Risely:

This will serve as my formal application for the position of Area Supervisor, covering the Corpus Christi, Harlingen and Laredo district offices.

A resume and amplification will follow. This should indicate 21 years of state employment as well as needed qualifications for the position.

Thank you for your attention and judicious review of this application and resume to follow.

Sincerely yours,

Leo R. Barrera

cc: Mr. Robert L. Merz, III, Austin, TX
Mr. Kenneth A. Hale, Austin, TX.

January 22, 1977

Mr. Burt L. Risley, Executive Director
State Commission for the Blind
Stokes Building
314 West 11th Street
Austin, Texas 78711

Dear Mr. Risley:

I am submitting resume with amplification as well as letters of commendation received. To further assist in scrutiny of my application for Area Supervisor, I am also enclosing prior evaluations submitted by three different Area Supervisors while functioning as a District Parole Officer.

Knowledge and experience has been attained in fiscal budgeting and responsibility with a Degree in Business Administration and work as an accountant. Twenty-one years of continual employment with the State of Texas has also made it possible to fully learn the mechanics of inter-agency relationships, and first hand knowledge of available community resources.

All the information submitted should clearly indicate ability, experience, and knowledge needed for the position.

Reference letters will be submitted individually.

Sincerely,

Leo R. Barrera _____

Leo R. Barrera

cc: Mr. Robert L. Merz, III, Austin, TX
Mr. Kenneth A. Hale, Austin, TX