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Riverton, Utah 84065  
March 25, 2012

Mark A. Munger, Pharm.D.  
Associate Dean of Academic Affairs  
University of Utah, College of Pharmacy  
Office of the Dean  
30 South 2000 East, Room 201  
Salt Lake City, Utah 84112-5820

Dear Mr. Munger:

I am just completing the prerequisite courses required for the entrance into your Pharm.D. program at the University of Utah's College of Pharmacy. I would love to be considered for an interview as I complete the application process. A brief review of my experience and educational qualifications will show you that I am an ideal candidate for your Pharm.D. Program.

I have extensive experience in the workforce and a thorough evaluation of these experiences will demonstrate my dedication, my leadership abilities, as well as my ability to accept and maintain serious responsibilities. I have over twenty years experience in construction. Over sixteen of these years have been in management positions and over five as a business owner. As a framing contractor and small business owner I found myself filling many different roles. I was a business manager, an on-the-job project manager and supervisor, the customer service and sales representative, and an employer. I was also responsible for accounts receivable, accounts payable, bidding, and job procurement. I am also currently in a management position in another construction company.

I have recently received an Associate of Science Degree, from Salt Lake Community College, with high honors. My overall GPA, to date, is 3.997, and I'm currently working towards a Bachelors' Degree. These statistics show my determination to succeed in my career aspirations, as well as my dedication to my long term goals. My educational experiences, along with my experiences shadowing a University of Utah Pharm.D. graduate, have greatly influenced my desire to enter your nationally ranked pharmacy college.

In this correspondence I have incorporated my professional portfolio, which includes some sample documents that I've produced as well as my up to date resume. I also refer you to my PharmCAS application for copies of my letters of recommendation, academic transcripts, and PCAT test scores. I expect these items to validate my candidacy for your Pharm.D. program and I look forward to an opportunity to be interviewed. Please call me at 801-913-1242 or email me at [jenson12345@msn.com](mailto:jenson12345@msn.com) if you have any questions, would like to schedule an interview, or require any additional information. Thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "David L. Jenson", is written over a horizontal line.

David L. Jenson

**DAVID JENSON - PROFESSIONAL PORTFOLIO**

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The objective for producing this document, entitled "What is Bacterial Meningitis", was to learn how to compose, organize, and draft an extended definition according to the understanding and appeal of an audience unfamiliar to the term. The idea was to clearly represent bacterial meningitis, identify the causes of this infection, and explain how it is acquired, treated, and prevented.

Technical Description - Example Document .....4  
The purpose of this document was to clearly describe and detail the components of a sheer wall, as alluded to in the title, "Description of a Sheer Wall", as well as clearly identify each component's purpose. The objective was to learn how to clearly describe a process while maintaining the audience's appeal. Again, the focus is on an audience unfamiliar to the definition and purpose of a sheer wall.

Technical Document - Sample Excerpt .....6  
The objective in producing this document, entitled "Clinical Pharmacy Within a HealthCare Culture", was to learn about the organizational culture within my future career. Another purpose was to become familiarized with the production process, the basic features, and the different types and styles of analytical reports. This document was not only aimed at audiences in the medical field, but also to all individuals seeking careers in unfamiliar organizational cultures.

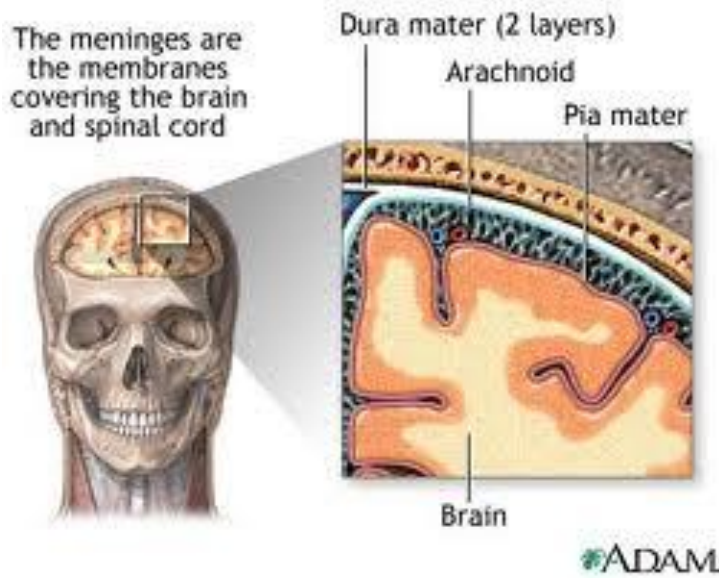
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## EXTENDED TECHNICAL DEFINITION - EXAMPLE DOCUMENT

### What is Bacterial Meningitis?

**Bacterial meningitis** is an infection, caused by bacteria, of the sac (meninges) that surrounds the Central Nervous System (CNS).

The term meningitis comes from the Greek word *meninx*, meaning membrane, combined with the Greek word *itis*, meaning inflammation.



### Symptoms of Bacterial Meningitis:

- Confusion
- Light sensitivity
- Lethargy
- Headache
- Fever
- Body Aches and Pains
- Stiff Neck and Back
- Irritability and loss of appetite in children

### What Causes Bacterial Meningitis?

Bacterial meningitis is caused by a variety of bacterial species. There are three main species to blame. The most common is *Streptococcus pneumoniae*, followed by *Neisseria meningitidis*, and last, but not least, *Haemophilus influenzae*.

### How is Bacterial Meningitis Acquired?

Bacterial meningitis is a contagious airborne disease. It is spread through tiny droplets released into the air while an infected person is coughing, sneezing, laughing, and even talking. It can also be transmitted through direct day-to-day contact.

## How is Bacterial Meningitis Treated and How Can it be Prevented?

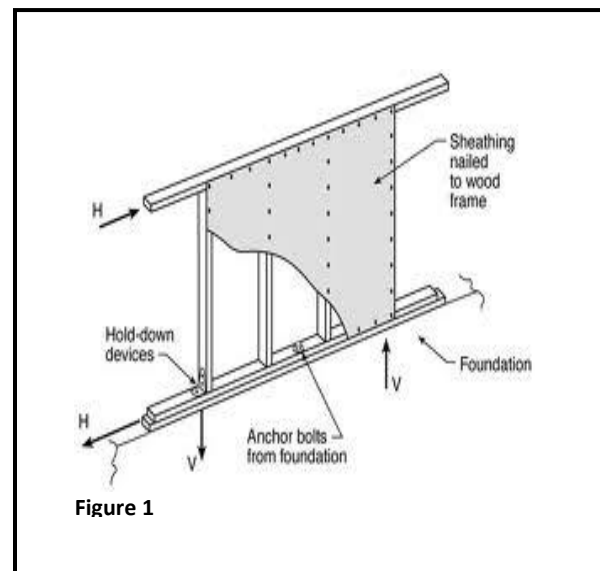
For the proper treatment of bacterial meningitis it is essential to identify the causative agent. Depending on the causative agent and the severity of each case, proper treatment may include powerful antibiotics, antinausea and anticonvulsant medications, fever and pain reducing medications, IV fluids, oxygen, sedatives, and possibly surgical drainage of the sinuses. The best treatment is prevention through vaccines and early antibiotic treatment.

## TECHNICAL DESCRIPTION - EXAMPLE DOCUMENT

### Description of a Sheer Wall

A sheer wall is a lateral-load-bearing wall. In other words, a wall that is subject to lateral forces (see H, Figure 1). This description will clarify the structural purpose of a sheer wall as well as the reasons for its design. A properly designed and constructed sheer wall helps maintain the structural integrity of the building wherein the wall is located. Although they are designed and used in all forms of construction, this description will focus specifically on wood-framed sheer walls.

It is important to understand the specifics of a sheer wall in order to fully comprehend its structural design and purpose. The components of every sheer wall include a **wood frame**, **anchors**, **hold-down devices**, and **sheer panels** (or braces) attached to the wood frame. These components are visually represented in Figure 1.



Each component of a sheer wall has a definite purpose and is designated by each individual project's Architectural Engineer according to its specific importance to the entire structure. The figure below shows the effects of an intense lateral force on a poorly designed and constructed sheer wall.

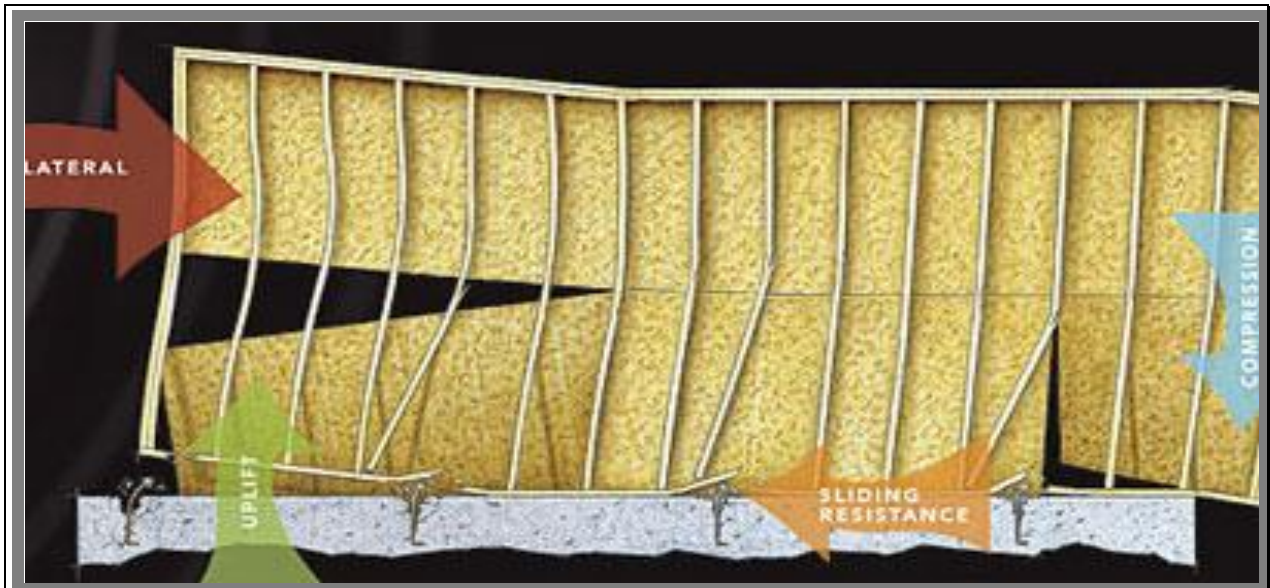


Figure 2

## Sheer Wall Components

**Wood Frame:** The wood frame is the walls skeleton. It gives the wall its outward appearance, its compression integrity, and the desired dimensions. Most importantly, for a sheer wall, the wood frame provides sites of attachment for the sheer panels, anchors, and hold-down devices.

**Anchors:** The anchors tie the wall to the surface upon which it is attached, usually a framed floor or a foundation. The actual anchors that are used vary according to this surface and the anticipated lateral force, as specified by the engineer. They are alternately placed according to these specs and provide sliding resistance to the lateral force (see Figure 2, and H on Figure 1). Nails, for floor surfaces, and anchor-bolts, for foundation surfaces, are the common anchors used.

**Hold-Down Devices:** Hold-down devices are installed as a precaution for anticipated uplift forces (see Figure 2, and V on Figure 1), these forces are again based on the calculations of the project's engineer. These devices are generally located at each end of the wall and, in perforated sheer walls (walls containing openings such as windows and doors), on each side of an opening. Hold-down devices directly tie the wood frame to the foundation.

**Sheer Panels:** In wood-framing, sheer panels are usually four feet by eight feet rectangular panels of plywood or wafer. These panels tie all edges together and are the main source of lateral force resistance. They are attached to the wood frame by specified nails or staples in a

particular pattern (see Figure 1), again as calculated by the engineer. Increasing anticipated lateral forces require a tighter nailing pattern and may include shear panels attached on both sides of the wood frame.

**A** properly designed and constructed shear wall is extremely important to the structural integrity of a completed structure. Various environmental catastrophes, such as earthquakes, tornadoes, or hurricanes, can cause extreme lateral forces. Sheer walls that conform to the International Building Code (IBC) have a considerably higher likelihood of withstanding these extreme lateral forces.

## TECHNICAL DOCUMENT - SAMPLE EXCERPT

### Abstract

*The purpose of this report is to define the aspects of the organizational culture that surrounds clinical pharmacists and to acquaint readers with the various forms of communication within this setting.* Clear and unadulterated communication is very important in every form of association and especially within the healthcare profession.

The sources of the information gathered for this report include the internet, a personal interview with a Registered Nurse, and an email interview of, and shadowing experience with, a Clinical Pharmacist. *The research focuses on the factors that define the organizational culture surrounding clinical pharmacists. Forms of communication within this given setting, include Vocera (an electronic communication system used in some healthcare settings), emails, and personal contact.* These forms of communication, along with an adequate job description--including responsibilities, liabilities, ability to express individuality, dress standards, cultural diversity of staff and patients, and work pace--define the surrounding organizational culture.

Clinical Pharmacists and other healthcare professionals have high levels of responsibility and there are many situations that seem to cause a great deal of stress. However, they appear to be satisfied and content in their occupation. It is recommended that individuals obtain an adequate understanding of the organizational culture and forms of communication within their desired field of study and/or employment. This is very important for their future success as well as for their happiness and contentment.

# Clinical Pharmacy Within a Healthcare Culture

## Introduction

A career in Pharmacy can follow several different pathways. Most pharmacists work in retail pharmacies at retail stores, personally owned or owned by drugstore chains within the community, dispensing drugs (Pharmacist, 2012). Clinical Pharmacists play a more active role in the care of patients. They have become more involved in making decisions regarding drug therapy and often counsel patients, physicians, and surgeons. They work with nurses and other medical staff as well. Since an organization is characterized by the makeup of the entire organization, the organizational culture surrounding Clinical Pharmacists is different than with retail pharmacists.



**Figure 3: Clinical Pharmacists are viewed as invaluable members of patient care teams (Pharmacy Practice, 2012)**

*The purpose of this report is to define the aspects of the organizational culture that surrounds Clinical Pharmacists and to acquaint readers with the various forms of communication within this setting.* Clear and unadulterated communication is very important in every form of association. This is especially the case within the healthcare profession where miscommunication, especially when drugs are concerned, can result in severe problems or even

death. Therefore, clear and respectful forms of communication and a large team of individuals working together is a must in this kind of environment.

## RESUME

### David L. Jenson

3042 West 13680 South Riverton, Utah 84065

801-913-1242

jenson12345@msn.com

**Career Objective:** Doctor of Pharmacy, specializing in clinical pharmacy and working jointly with medical staff for the care and benefit of patients in need.

### Professional Profile

Currently a full time student at Salt Lake Community College, with a 4.0 GPA, and a project manager for a construction company. An experienced professional with eighteen years experience in the construction field, specifically carpentry and the rough framing of custom homes. Five years experience as a business owner, ten years as a business partner, and a total of fourteen years as a foreman, manager, and/or supervisor. Self Confident - Self Motivated

### Skills

- ✓ Business Management
- ✓ Customer Service Rep.
- ✓ Accounts Receivable
- ✓ Accounts Payable
- ✓ Sales Rep.
- ✓ Employer
- ✓ Staff Training and Supervision
- ✓ Project Management

### Professional Accomplishments

- ❖ **Successful Business Owner**
  - ✘ Established a reputation in excellence as a superior homebuilder
  - ✘ Provided quality employment with great benefits, superior wages, and developmental opportunities
- ❖ **Associate of Science, Chemistry**
  - ✘ Graduated with high honors and an accumulated GPA of 4.0

### Work History

Laborer	<i>ECO Development, Inc., Draper, Utah</i>	1992 - 1995
Partner	<i>Hyrum Jenson Construction, LLC, Lehi, Utah</i>	1995 - 2003
Owner	<i>CastleWood Construction, Inc., Riverton, Utah</i>	2003 - 2008
Student	<i>Salt Lake Community College, SLC, Utah</i>	2009 - 2012

**Manager**

*Empyre Builders, Inc., Lehi, Utah*

**2011 - 2012**

**Education**

**High School  
Associate of Science**

*Lehi High School, Lehi, Utah  
Salt Lake Community College, SLC, Utah*

**1993  
2011**

**References available upon request**

