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Thank you for your letter of 10 April making inquiry as to the possibilities of a position with this Agency.

I am enclosing forms for application for employment and Personal History Statements which we require of all individuals being considered for employment, and would appreciate your completing and returning two copies of each at your convenience. Upon receipt of the completed forms we will determine whether we will have a suitable vacancy for you at the time you indicate you will be available, and inform you as soon as such determination has been made.

I should say, in considering the background included in your letter, that there is a good possibility that we can find something for you. Our processing takes considerable time, however, and we do not make final determinations until we complete all the preliminaries. For this reason it will be helpful if we can get your application now.

I appreciate your writing to me, and the interest in CIA evidenced in your letter.

Sincerely,

R. H. HILLENKOETTER
Rear Admiral, USN
Director of Central Intelligence

cc: Personnel Officer (w/basic ltr)
Central Records
Signer's copy
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