

Academic Writer Cover Letter

398 Schuster Turnpike New Alise, GA 59332-7740

Dear Finley Frami,

Please consider me for the academic writer opportunity. I am including my resume that lists my qualifications and experience.

In the previous role, I was responsible for documentation in presentation-ready quality output using advanced word processing or desktop publishing software.

My experience is an excellent fit for the list of requirements in this job:

- Knowledge and comfort with modern web collaboration tools (e.g., Google Docs, Hangouts/Skype, GChat)
- Subject-matter expertise in mathematics topics at the high school or undergraduate level, including algebra, geometry, and statistics
- Familiarity with GRE and GMAT - preferably who have taken these tests
- Create product communication and training materials
- Developing & writing relevant course materials at a Tertiary level, following content writer briefs
- Implementing feedback from the Academic Editor to ensure content meets academic standards and course requirements

I really appreciate you taking the time to review my application for the position of academic writer.

Sincerely,

Sutton Hansen