

Account Planner Cover Letter

5595 Basil Tunnel Lake Cherrieton, MN 15303-2304

Dear Briar Wintheiser,

I submit this application to express my sincere interest in the account planner position.

Previously, I was responsible for media leadership to the team, in terms of client strategic direction, recommendations, and overall team development.

I reviewed the requirements of the job opening and I believe my candidacy is an excellent fit for this position. Some of the key requirements that I have extensive experience with include:

- Expertise in all aspects of Microsoft Excel, including writing macros in Visual Basic
- Basic working knowledge of Profit & Loss Statements
- Strong writing abilities, editing skills and eye for detail
- Proficient technological skills, including Microsoft Office Suite and various online tools
- Experience and knowledge in digital marketing
- Clear knowledge of media fundamental terminology and calculations for all digital pricing models (CPM, CPC, CPA) reach and frequency
- Work well under deadline, has a pro-active nature, takes ownership of responsibilities and work, adapts to change quickly be able to prioritize and handle multiple tasks with competing deadlines
- Provide input to Head of Account & Sales Planning as needed for LRP and budgeting process

Thank you for taking your time to review my application.

Sincerely,

Frankie Osinski