

Art Assistant Cover Letter

56535 Sung Manors West Kirkborough, IA 76088

Dear Greer Hermiston,

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

In my previous role, I was responsible for mood boards, concept art, storyboards, and style guides to communicate visual direction, references and guidelines.

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:

- Works with the Exhibition Coordinator on object research
- Individual initiative to perform the duties of the job without constant direct supervision
- Positive and effective interpersonal skills to respond to a variety of constituents
- Effectively manage multiple tasks in an organized manner
- Knowledge of Mac platform software
- Proficient with InDesign and Photoshop for web graphics
- Computer proficiency in Microsoft Office products, including Word, Excel, PowerPoint, and type 55 wpm
- Collaborator and a commitment to a team-based approach

Thank you for considering me to become a member of your team.

Sincerely,

Reese Leuschke