

Art Assistant Cover Letter

5500 Wisozk Passage North Sauland, MS 35215-4950

Dear Ryan Fahey,

I would like to submit my application for the art assistant opening. Please accept this letter and the attached resume.

Previously, I was responsible for digital graphic production art support including preparation of geodemographic maps and graphic elements for client proposals, collateral and multi-media and artwork for the website.

Please consider my qualifications and experience:

- Well-structured and detail-oriented
- Discretion with sensitive and confidential information
- Art & Design or related major with junior or senior status
- Not currently enrolled in ART 200R
- Works directly with the gallery Director, Art Preparator, Exhibition Coordinator, and other gallery staff
- Tasks volunteers with support work
- Maintains resources for students installing in the Student Galleries South
- Completes general maintenance of all gallery spaces in Church Fine Art Building

Thank you in advance for taking the time to read my cover letter and to review my resume.

Sincerely,

Bellamy Mitchell