

Assistant Graphic Designer Cover Letter

844 Mitchell Greens New Joshuabury, CA 47266

Dear Emery Renner,

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

In the previous role, I was responsible for creative design direction for web development, video, photography, digital and print media projects.

Please consider my qualifications and experience:

- Experience designing collateral for use in direct mail, e-mail campaigns, social media and Web applications
- Proficient in InDesign, Illustrator, Photoshop and Power Point
- Be excited about working in a busy, high-energy environment with a number of campus partners
- Demonstrate a strong attention to detail, and possess good organization and time management skills
- Be willing to learn, take initiative at work, seek and accept feedback, and be flexible
- Communicate and work well with students, staff, faculty and other on- or off-campus entities
- Have a positive attitude, and be able to be adaptable to a variety of work assignments
- Preference will be given to "continuing students," aka those who have taken at least 6 credits during the semesters prior to starting this job

Thank you in advance for reviewing my candidacy for this position.

Sincerely,

Parker Abbott