

# Casting Assistant Cover Letter

834 Chuck ShoalNorth Verlene, TX 11775-9848

**Dear Dakota Gerlach,**

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

In my previous role, I was responsible for excellent customer service to insure organization volunteers, staff, community members and agents, are directed professionally as needed.

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

- Experience in analysis of thermal effects on materials
- Experience writing detailed written procedures
- A wide knowledge of actors and agents
- Experience of dealing with talent
- Good IT skills are essential & a basic knowledge of editing software
- Previous TV casting experience strongly preferred
- Knowledge of on-line casting service(s), Eco Cast, Cast It, Now Casting
- Proficient user of Microsoft Office (Excel, PowerPoint, Outlook, Word), SRM, Concur, and SAP

**Thank you for taking your time to review my application.**

Sincerely,

Armani Reynolds