

# Creative Media Cover Letter

2370 Mayola Plaza New Clayton, NC 25499-6092

**Dear Phoenix Goyette,**

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

In the previous role, I was responsible for media production support for the Department of Communications production classes, including technical support in the studio and video editing support for the Avid editing systems.

Please consider my qualifications and experience:

- Thorough knowledge of video pre-production, production and post-production, including workflows and processes, equipment and software programs/tools
- Calm under pressure - able to organize & manage a high volume of programs
- Extensive knowledge of the football video environment and procedures, including the computer software programs XOS Thunder and Dragonfly Exchange
- Working knowledge of effects software including Adobe Creative Suite for various post production and marketing purposes
- Working knowledge of projectors in order to setup and replace units
- General knowledge of computer IT issues, including XOS servers
- To be proactive in engaging stakeholders cross-functionally and at all levels to analyse, ratify and document requirements and processes, identify dependencies and synergies relating to requirements
- To work with technical teams, product owners, creative/UX teams and third parties as applicable to create technical acceptance criteria to meet stated business needs

**Thank you for your time and consideration.**

Sincerely,