

Manager Public Relations Cover Letter

78649 Graham UnionSmithamchester, WV 70426-3260

Dear Emery Bednar,

Please consider me for the manager public relations opportunity. I am including my resume that lists my qualifications and experience.

In the previous role, I was responsible for both quantitative and qualitative analysis on PR campaign effectiveness for broad scope of media including wine, epicurean, lifestyle for print social and online outlets.

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:

- Superior communication skills, oral and written, with continuous attention to detail in composing and proofing materials
- Demonstrated speed and agility in generating excellent copy that achieves objectives, with minimal editing and revision
- Reading, writing and oral proficiency in English and mandarin languages
- Knowledge of communication planning, AP-style writing, and developing media relationships
- Background in and love of architecture and design including visual sensibilities related to presenting architectural projects
- Proficiency with Adobe InDesign, Illustrator, Photoshop and Microsoft Office
- Excellent understanding of modern PR, AR and social media strategies along with demonstrated success implementing these techniques
- Experience managing relationships with external agencies, media and industry analysts to drive positive, consistent PR coverage

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

Sincerely,

Riley Wiza