

Marketing Communications Coordinator Cover Letter

269 Pollich Trace Dareside, WA 83690

Dear Jordan Mosciski,

I am excited to be applying for the position of marketing communications coordinator. Please accept this letter and the attached resume as my interest in this position.

In the previous role, I was responsible for graphic support for thought leadership activities – provide PowerPoint slides for internal executive meetings, client presentations, etc.

Please consider my qualifications and experience:

- Initiate new marketing concepts for our UK and international operation to create innovative ideas for the promotion of our brand and products to existing and new target markets
- Project and Team oriented – able to work to deadlines, juggle multiple projects/tasks, prioritize, self-starter at times, part of a team
- Comprehensive knowledge of marketing and social media strategies
- Relevant experience with non-profit marketing and digital platforms
- Working knowledge of the general marketing process – research, planning, promotion and evaluation
- Understanding of scholarly work and its translation for a wider audience
- High-level proficiency in MS Office products
- Excellent writing and interpersonal communication skills and experience

I really appreciate you taking the time to review my application for the position of marketing communications coordinator.

Sincerely,

Dakota Stoltenberg