

Marketing Communications Coordinator Cover Letter

84163 Shields MountRachaelborough, AZ 53436-6568

Dear Greer Rohan,

Please consider me for the marketing communications coordinator opportunity. I am including my resume that lists my qualifications and experience.

In the previous role, I was responsible for support for PowerPoint presentation requests, ensuring consistent brand-appropriate formats for external and internal presentations, including the annual Shareholder presentation.

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

- Proven track record meeting deadlines early or on time
- Excellent abilities with Microsoft Office programs
- Experience working in a collegiate setting
- Proficient in Microsoft Office, Photoshop, InDesign, and other media software
- In-depth knowledge of marketing communication principles, practices and techniques
- Computer skills, including spreadsheet, word processing and presentation
- Familiarity with web technologies (HTML, Javascript, social media tools)
- Experience with photo editing and optimizing photos for online use

Thank you for taking your time to review my application.

Sincerely,

Robin Mayert