

Media Executive Cover Letter

58390 Dominique ClubLake Alfonsochester, GA 92547-8614

Dear Max Zieme,

In response to your job posting for media executive, I am including this letter and my resume for your review.

In my previous role, I was responsible for relevant insight and input into existing and emerging media opportunities (through awareness of available media and marketing services vendors) and, where applicable, merchandise internally and externally in the form of formal, written POVs.

Please consider my experience and qualifications for this position:

- Confident user of MS Office products, including Outlook, Word, PowerPoint and particularly Excel
- A passion for social media and the transformative impact it can have on the relationships between businesses and consumers
- Previous experience using social media within a business environment is desirable
- Understanding of how the media operates and an interest in social media/digital capabilities
- Interest in the global news agenda and policy environment
- Delivery in a fast-paced environment
- Excellent written and communication skills (concise and accurate)
- Discretion when dealing with confidential matters

Thank you for taking your time to review my application.

Sincerely,

Tatum Wilkinson