

Talent Acquisition Intern Cover Letter

184 Rayford RestPort Jedchester, HI 76560

Dear Greer Franecki,

I would like to submit my application for the talent acquisition intern opening. Please accept this letter and the attached resume.

In my previous role, I was responsible for support and guidance with Workday optimisation, additional system training (Social media, Broadbean, Excel, Reporting etc) to Large Market TAq teams and HRBPs in broader markets as needed.

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:

- Fluent in English and in another European Language (German preferred)
- Focus on deadlines and goals – taking ownership for responsibilities
- Previous recruitment experience and knowledge of sourcing best practices would be appreciated
- Attention to detail, strong organizational and verbal/written communication skills is key
- Knowledge of social media channels and media outreach
- Early adopter, trend follower, and innovative thinker
- Understanding of social and digital media and the dynamics of community interaction/management
- Understanding of media outreach

Thank you for taking your time to review my application.

Sincerely,

Emerson Kuvalis