John Marcus

123 Grey St.

Washington DC, 9009

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September 13th, 2019

Aggrey Miller

HR Manager

Superblits suppliers Ltd

232 Apple St,

Washington, 90100

Dear Mr. Miller,

I write this letter to apply for your public relations coordinator position. After critically going through the requirements for this position, I believe I am the perfect match for the role.

Four years ago, I graduated with a degree in Journalism from the Modern State School of Media. After my graduation, I have worked as a freelance journalist creating publications in many regional, national and international magazines and newspapers. After working for two years, I developed a keen interest in Public relations and therefore enrolled for a Master’s Degree in Public relations At JournalStar University. I will be graduating from this program in the next two months.

During my Master's studies, I have been privileged to work as a trainee at Ambassadors PR firm, mainly in organizing campaigns. My background training in Journalism and my practical and theoretical understanding of PR and the masses have enabled me to lead in compelling, engaging, and productive campaigns.

Although I may not have extensive experience in public relations, I believe my knowledge of both journalism and PR will be a valuable asset to your company. This information will assist me in crafting the best ways to target audiences.

I understand your company works in a very sensitive area and may suffer negative public perceptions if the information is not passed out correctly. In the last one year, I have been following happenings closely at your company, and I strongly admire the work the outgoing PR officer has been doing. He has always maintained the company’s narrative in the public eye positively. It is something I would like to promote and support if you grant me the opportunity.

In this respect, I will appreciate an opportunity where we can talk more about my skill, experience, and what I can do for your company. I’m available for more details.

Thank you for your time and consideration.

Kind regards,

John Marcus