

Dear Ms. LeBlanc:

At the suggestion of Mr. Briggs Gomez, my past supervisor, I am writing to you concerning your search for an Account Manager in your public relations department at Dream Corporation. I am impressed that Dream Corporation works closely with nonprofit organizations and the local government as part of their mission to give back to the community. Like your company, I have a passion for giving back to my community. Through my involvement in Leadership LSU, I had the opportunity to write press releases and radio announcements for a Dreams Come True fundraiser.

As the account manager with Gonzales Monthly, I developed my talent and experience as a communications professional. Because the staff is very small, I had the opportunity to develop story concepts, write numerous articles, edit copy, supervise production, and sell ads to local businesses. Prior to my current position, I was highly involved in the public relations industry, working for Gomez and Associates, where I prepared numerous press releases and media guides, as well as managed several major direct mail campaigns. I have no doubt that these experiences will transfer and foster a quick transition into a professional career.

My previous employers who have quickly promoted me to positions of greater responsibility have recognized my high degree of motivation. For example, I was promoted from assistant account manager to account manager of Gonzales Monthly after only five months. I will employ the same motivation with Dream Corporation.

Thank you for your time and consideration and I look forward to hearing from you soon. If you have any questions or concerns please feel free to contact me at 225-578-1234 or [mtiger@lsu.edu](mailto:mtiger@lsu.edu).

Sincerely,

Mike Tiger

Attached: Resume