

February 28, 2017

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Oswego, IL 60543
(630) 901-9598
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Aurora University
1400 Marseillaise Pl
Aurora, IL 60506

To Whom It May Concern:

I enthusiastically submit my application for the Broadcast News Producer for Aurora University's Spartan Media. I am interested in continuing to develop my writing and broadcasting skills by working alongside this organization. I learned about this position through Professor Kneller, the Director of General Education at Aurora University.

Over the past three years, I have continuously enhanced my professional and personal communication and event planning skills through my Communication and Nonprofit Leadership Studies courses. As the President of the Gratitude Marketing Campaign at Aurora University, I oversaw various action committees to ensure the campaign was successful. Additionally, I have strategically advertised for over 20 American Red Cross blood drives through public speaking presentations, writing press releases, and utilizing multimedia productions. I enjoy partnering with causes and organizations that share similar values and goals as myself, such as Aurora University and American Red Cross.

I hope you will consider the benefits of having me as the Broadcast News Producer. I know I will be a valuable asset to the organization. I am looking forward to hearing from you!

Sincerely,



Tia Carr

enc: resume