
Ava Keast

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To Whom it may concern,

I am writing to express my interest in applying for the management position in media for your company. This exciting opportunity appears to be a wonderful fit with my professional experience, communication skills, and my outstanding marketing skills. I am a student at Ripon High School with a 3.8gpa and a solid communications background that will allow me to excel in this position.

Throughout my high school years I have acquired a deep love and appreciation for the professional maintenance of a favorable public image. I have been apart of the leadership program for a total of three years and through my journey I have been incharge or publicizing several events by creating social media posts, managing social media accounts, and establishing the leadership classes online presence. These experiences have strengthened my expertise and make me the ideal candidate for this position. Along with my many creative skills, I also take pride in my ability to work with others and lead those around me. This past year I volunteered to coach for a Junior cheer team where I learned the importance of patience and leadership. The various skills I have learned from being a coach will take me far in the work space.

I would appreciate the opportunity to interview for this position. I can be reached via email at 62808259@riponusd.net , or by phone at (209) 707-6402. Thank you so much for your time and consideration and I look forward to hearing back from you soon.

Sincerely,

Ava Keast