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Dear Hiring Manager,

I am writing to you in response to an open position on your staff. I understand you have a position for a multimedia journalist and I believe I am the person you are looking for. I feel I have crafted the skills necessary in my writing and reporting classes and could be an excellent candidate.

I plan to graduate from the University of Wisconsin-Eau Claire May 19th 2012, and am very excited to get out there and put my talents to use. I feel I have the required skills from internships at both KQRS and ESPN1500 radio, which have given me a fresh and passionate journalistic ability that could really benefit the company. I am very proud of the work I have done and I am ready for the challenge. My experience as a student has taught me the pressures of a news room and helped me become a well rounded, punctual and persistent journalist and employee. I grew up in the Twin Cities and it would great to move home and work for the community I was raised in.

My past work experience with Maverick Media as a news writing intern, as well as a KQRS Intern gave me the aptitude to learn new technologies, editing web interfaces and editing audio samples. Through my experiences in journalism classes, I have developed great speaking and interpersonal communications skills. I have performed multiple interviews and news reports with local doctors, policemen and people of business. Courses such as mass media ethics and law have helped me develop superior verbal and written communication skills as well as structured my ability to interact and converse with diverse groups.

Thank you for taking the time to look at my resume and consider me for the position. I will contact your human resources department in the next couple weeks to check the status of my application. I look forward to hearing from you.

Respectfully yours,

Alexander Fuchs