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|  | Carys Marshall  assistant manager | | |  |
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| Contact | | Dear Sir/Madam, I would like to apply for the communications assistant role that has been advertised on your website. In order to make this easier for yourself, I have also enclosed my CV.  I am currently in the final year of my foundation music in the creative industries degree, expecting a 2:1. Ever since I was a child, I have wanted a career involving performing arts. During my university studies, I have developed skills in both social media marketing and project management.  As you can see from my CV I have experience in:  Written and Spoken English - from my high grades in English at school to my work in customer service, I know how to speak to people and get them onside.  Advertising Shows – As I have organised and promoted 4 separate shows, I know what does and does not work when advertising a performance.  I have also:  Solved problems as I am good at meticulously planning a project before hand to be aware of potential problems.  Managed my time by creating detailed schedules.  Worked flexibly, able to do early mornings, late nights and even weekends.  My experience in volunteering has allowed me to develop my skills in communication with people from all walks of life.  I look forward to hearing from you.  Yours sincerely,  Carys Marshall | | |
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