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Dear CommAgency,

I would like to express interest in a video production job with your organization. Over the last two years, I have been building my skills in filmmaking. I have professional experience with companies in Pittsburgh and New York City as well as involvement with several student productions. Additionally, I have successfully produced my first short film with writer and director Leo Massey. I think you will find my discipline, adaptability, and enthusiasm to be an asset to any of your projects.

In internships and classes, I have gained applicable skills including sound and lighting, cinematography, and editing with Premiere Pro as well as Final Cut Pro. On my latest project, I have learned many practical and important skills including script editing, how to write a shot list, managing and allocating a budget, and most importantly, how to run a set and keep a project moving forward. I believe the most important skill I can offer you is my leadership and communication skills on a team.

I hope that you will consider me for any open positions. I am always accessible via my phone or email listed above if you have any questions.

Thank you for your time and consideration. I hope to hear from you soon.

Sincerely,

Ellie Fetting