

Sample Student

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May 15, 20xx

Hiring Manager
ABC Electronics
1200 Algonquin Road
Palatine, IL 60067

Dear Hiring Manager,

I am interested in applying for the position of **Web Designer** at ABC Electronics, which is posted on your website. My education and technical skills along with my flexibility, motivation, and ability to work well independently and on a team would allow me to make a positive contribution to your company.

As you can see from my resume, I have completed a Web Design and Interactive Media Certificate and will be completing an Associate in Applied Science, Web Development Degree, specializing in Web Design and Interactive Media in May 20xx. My qualifications include:

- Ability to identify web design issues and implement solutions
- Experience implementing designs/prototypes in CSS, HTML and JavaScript
- Proficient in Adobe Photoshop and Illustrator
- Experience creating wireframes
- Active learner, continuously seeking opportunities to develop skills

I welcome the opportunity to become a part of your entrepreneurial and fast-paced work environment and contribute to ABC Electronics' mission of providing the best service and solutions to their customers. I look forward to an opportunity to discuss this position with you. Please contact me at your convenience if I can provide any additional information about my qualifications or to answer any questions. Thank you for your time and consideration.

Sincerely,

Sample Student