| **REGINALD REYES** |
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| Marlboro, NY 12542 ∙ 555-555-5555 ∙ example@example.com    |
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Dec. 12, 2022

Iola Caldwell, Human Resources Manager

Metro Net

4328 Saint Mary’s Avenue

Geneva, NY 14456

555-555-5555

example@example.com

Dear Ms. Caldwell,

I reach out to you today to express my interest in joining Metro Net's team as a senior graphic designer. As you'll see on my resume, I have served as a graphic designer for Amper and Plenty for the past six years. I was intrigued to become a part of your organization after Camila Deenly's recommendation to advance in my career.

I discussed my desire for a greater challenge and higher responsibilities in my career and, after showing Camila some of my work, she said I would be a perfect fit for your team. She also mentioned her success during several business partnerships with you and believes you could help narrow my job search pool.

My broad experience with several art programs and affinity for continuous education has allowed me to complete over 250 projects within two years, earning up to $2,000 over our milestone. Thanks to my concise communication and understanding of client needs and my mastery over multiple art programs, Camila encourages me to aim for a top position at your group.

I am confident in my ability to provide similar results for the continued success of Metro Net. I would cherish the opportunity to meet and discuss some ideas I have on how to optimize your visual style.

Sincerely,

Michael Williams