

August 3, 2007

LaToya M. Porter
8975 Crosswind Circle Apt. 202
Montgomery Al, 36117

Dear Sir or Madam:

I am writing you to express my interest in obtaining a position with your station. I am a recent graduate with a degree in Mass Communications. Having excelled in various aspects of Communications and having exceeded the expectations of supervisors and college professors, I am certain that I will exceed your expectations as well.

My experience in Customer Relations and News in conjunction with my Degree in Mass Communications, make me a strong candidate for a position in News, Community or Public Relations, Promotions, and Productions as well as Tape Editor. I have acquired a vast amount of knowledge, skills, and experience in these areas. I have also participated in other Community or Public Relations events while working for WVAS 90.7 Radio Station.

I will be available to begin work immediately. My hours are flexible. Should you have any questions, please feel free to contact me at (334) 322-5039 or via e-mail at latoya33porter@aol.com. I look forward to hearing from you in the near future. Thank you for your time and consideration.

Sincerely,

LaToya M. Porter

Attachment:
Resume