

Kristin A. Watson
1234 Round Road
Senatobia, MS 38668

March 24, 2008

Ellen S. Glass
Human Resources Director
Santa Barbara Research
6789 Hitchcock Road
Santa Barbara, CA 90105

Dear Ms. Glass:

I am writing to you in response to the graphic design position available at Santa Barbara Research, which I learned about through your Monstertrak ad on March 20, 2008. I have enclosed a copy of my resume for your review and consideration.

As my resume indicates, I have recently earned an Associate of Applied Science in Graphic Design from Northwest Mississippi Community College. While in school, I maintained a 3.5 GPA and worked part-time to supplement my education. Through my studies, work, and extracurricular activities, I have gained time management, organization, and excellent written and verbal communication skills. In addition, I have benefited greatly from working in team situations by demonstrating my own initiative during Graphic Design competitions, in which I was both a participant and a team leader.

I believe that my professional experience and standards would make me a valuable asset to your organization, and I would welcome the opportunity to meet with you personally to discuss the position in detail. I additionally have a portfolio available for your review of my work when we meet. I may be reached at the above mailing or e-mail address, and telephone number. Thank you for your consideration.

Sincerely,

Kristin Watson
Enclosure