

jess.murphy@gmail.com

Jessica Murphy

(775) 821-0901

142 Lincoln Blvd., Los Angeles, CA 90001



Dear [Hiring Manager’s Name],

As a quick-thinking online native who’s obsessed (yes, obsessed) with the Scatterplot app, I was thrilled to see your listing for the Social Media Manager position at Scatterplot Entertainment Co.

With over three years of professional experience as an online brand manager under my belt, I’ve analyzed user metrics, run A/B tests, tracked interaction data, and spearheaded viral social media campaigns. You name it, I’ve clocked an embarrassing number of hours online working on it. I’m confident my adaptability, hands-on branding experience, and encyclopedic meme knowledge would make me a perfect fit for the team at Scatterplot.

Currently, in my role at DotMap as a Social Media Manager, I manage and execute highly successful online branding campaigns. Over 8 months, I’ve bumped up our user engagement metrics on Instagram, Twitter, Facebook, and (let’s not forget) Snapchat by over 140% on average. Not only that, but I regularly produce viral content, getting several of our branded Tweets featured on major websites. In one such instance, I tweeted a thread of adorable corgis using the DotMap iOS app — receiving over 60 thousand interactions and earning a spot on Buzzfeed’s front page.

I’m fiercely competitive in my approach, up-to-date on all the latest trends, and can clean up even the messiest social media disasters. I’m positive my knack for creating clickable content will make me an immediate asset to the Social Media team at Scatterplot.

I look forward to discussing the Social Media Manager position and my qualifications with you in more detail. I’m available to talk at your soonest convenience, and I’ll be in touch next week to follow up, just to make sure you’ve received my application!

Warm regards,

[Your Name]

Dear Job Seeker,

PLEASE note that you \*must\* install the font files to make this cover letter template work perfectly. It’s very simple to do – **just follow the instructions in the “Read Me” file in the Zip file you downloaded this template from.**

If you’re struggling to write your cover letter, **don’t worry.** You’re in good company – everyone struggles with it. For a high quality cover letter that will land you employment, we recommend [consulting the certified experts at Resume Writer Direct](https://resumewriterdirect.com/cover-letter/?utm_source=CL_Word_Doc&utm_medium=RWD_Link&utm_campaign=RG_Downloads). (Yep, they can also help you with your resume!)

Or, here’s some other content that might help you finish your cover letter.

* [Cover Letter Builder](https://resumegenius.com/cover-letter-builder?utm_source=CL_Word_Doc&utm_medium=Cover_Letter_Builder_Link&utm_campaign=RG_Downloads)
* [How to Write a Cover Letter](https://resumegenius.com/cover-letters-the-how-to-guide?utm_source=CL_Word_Doc&utm_medium=Cover_Letter_Guide_Link&utm_campaign=RG_Downloads)
* [Cover Letter Examples by Industry](https://resumegenius.com/cover-letter-examples?utm_source=CL_Word_Doc&utm_medium=Cover_Letter_Examples_Link&utm_campaign=RG_Downloads)

Oh, and by the way, **you’re also going to need a resume.**

* [Free Resume Builder](https://resumegenius.com/?utm_source=CL_Word_Doc&utm_medium=Resume_Builder_Link&utm_campaign=RG_Downloads)
* [How to Write a Resume](https://resumegenius.com/how-to-write-a-resume?utm_source=CL_Word_Doc&utm_medium=How_to_Write_Resume_Link&utm_campaign=RG_Downloads)
* [Resume Samples by Industry](https://resumegenius.com/resume-samples?utm_source=CL_Word_Doc&utm_medium=Resume_Samples_Link&utm_campaign=RG_Downloads)