

October 7, 2022

Jenny Johnson  
Human Resources  
IHeartjobs  
55 Bixby Way  
Manchester, NH 40344

Dear Ms. Johnson,

I'm delighted to apply to the career counselor position at IHeartjobs. It's a wonderful match for my skills and career priorities, and as a seasoned resume writer with over 500 resumes in my portfolio, I believe I have much to offer the IHeartjobs team.

In addition to writing resumes, I've taught both career coaches and individual job seekers the benefits and process of resume optimization, helping them secure interviews for themselves and their customers. Known for my client-facing skills, I've hosted over 200 webinars and counting, and I think the skills developed in doing so are a perfect match for a high-volume career counselor.

I'd be excited to bring my deep knowledge of resume optimization to help IHeartjobs clients get more interviews and ultimately land desirable jobs, as is your mission. Please feel free to contact me at [joewilliams@gmail.com](mailto:joewilliams@gmail.com) or by phone at 868-554-0430. Thank you for your time and consideration.

Sincerely,  
Joe Williams