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Dear Event Coordinator Authority,

I am writing to express my enthusiasm for the Event Coordinator position with Campus Attractions, as advertised. As an active and engaged student at North Dakota State University (NDSU), I am excited about the opportunity to contribute to the vibrant campus community by planning, organizing, and executing events that bring students together. My passion for event planning, combined with my organizational skills and creativity, makes me confident that I would be a valuable addition to your team.

As a public relations officer of the American Water Works Association (AWWA) NDSU chapter, I have had the privilege of working on several projects that involved collaboration, event planning, and community engagement. For example, I helped organize a series of workshops aimed at educating students about sustainable water management practices. Additionally, I contributed to the planning and execution of networking events for students and professionals in the water industry, which gave me a great deal of experience working with diverse groups and ensuring that events were both informative and engaging.

Additionally, as the member of the Bangladesh Students' Organization (BSO) at NDSU, I have gained valuable experience in organizing and managing student events and activities. I was involved in coordinating cultural events, social gatherings, and community outreach programs that fostered a sense of belonging and unity within the NDSU student body. Through these activities, I developed skills in team management, event logistics, and effective communication with both students and university staff.

These experiences have allowed me to develop strong leadership and problem-solving skills. I have learned how to manage logistics, collaborate with various teams, and engage participants to ensure the success of each event. Furthermore, my ability to communicate effectively has been essential in fostering positive relationships with fellow members and external partners.

I am particularly drawn to this position because of the variety of events that Campus Attractions organizes, from fun activities like Bingo and Trivia to educational and cultural events. I am excited about the opportunity to bring my ideas to life while collaborating with a team of passionate students who share my enthusiasm for creating meaningful experiences for the NDSU community.

As a second year PhD student with a minimum of 5 credits this semester, I meet the academic requirements for the position. I also maintain a GPA 3.5+ which is above the minimum

requirement, and I am in good standing with the University. I am confident that my academic background, combined with my passion for event planning, makes me well-suited for this role.

Thank you for considering my application. I would love the opportunity to further discuss how my skills and experiences can contribute to the success of Campus Attractions. I have attached my resume for your review, and I look forward to the opportunity to speak with you about this exciting position.

Sincerely,

Md Atik Fayshal