Matthew Spall  
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208-530-9669

Dear Hiring Manager,

I am writing in response to your Technical Writer Intern position. I have skills in accessible design, document design and writing, and have experience and deep interest in learning more about user experience writing and design. My academic experience in technical writing at Boise State University, and my professional experience with usability design and accessibility qualifies me for the position.

My education at Boise State has given me a firm background in technical writing. I have learned to write effectively in many genres and understand document design principles to a high level. My education has also included an understanding of computer science concepts specifically with data science.

During my internship as an Accessibility Consultant for the Boise State University Writing Department, I gained valuable experience in improving online learning resources to adhere to WCAG. I worked directly with university professors to assist them with diagnosing accessibility issues and implementing solutions. Additionally, I have developed a strong understanding of how to enhance HTML to interact with assistive technology.

While working at Blue Cross of Idaho, I was taught basics of usability principles and concepts. I analyzed user interactions, collected feedback, and collaborated with teams to improve usability. I applied these concepts in the context of website development and homepage design. These experiences have strengthened my understanding of usability and my commitment to improving the experience of the customer

My resume provides an overview of my education and experience. I would be eager to meet you to discuss this position further. Please reach email me at matthewspall@gmail.com or message me at (208)530-9669.

Thank you,

Matthew Spall