October 10, 2020

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| **Nina Tamaya Yazzie**  **2640 Bartlett Street, Ponrolet, MI 66589**  **Cell: 872-555-1547**  **nyazzie@world.net** |  |
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«AddressBlock»

I will graduate in December from Hartford College with a bachelor of science degree in journalism. My education, experience, and volunteer work make me an ideal candidate for the position at . As shown on the accompanying resume, my background matches the job requirements posted through the Career Development Office at Hartford College. My coursework and experience have prepared me to develop, edit, and present new stories.

Thank you in advance, , for your time and consideration. I look forward to hearing from you soon to discuss the opportunity for my potential employment at your radio station.

Sincerely,

Nina Tamaya Yazzie