

Joe Smith  
2222 - 22B Avenue  
Langley, V1M 0A3

October 4, 2019

Mr. Andrew McNamara  
Editor in Chief, Game Informer  
724 North 1st Street 3rd Floor  
Minneapolis, MN 55401

Dear Mr. McNamara:

I am applying to become an associate editor at your esteemed website. Having been a long time fan, I have always kept up to date on your website and found the ad for the job there. The intellectual and genuine journalism found on your website motivated me to apply for this job.

My qualifications consist of both experience and grades in relative subjects. I am currently writing for a lesser-known website, and have been writing there for about three months. I have learned a lot about various formats including HTML, and using publishing platforms like word press. Throughout my high school years, I have maintained above 80% in English, improving my mark gradually each following year, thus maintaining an "A" honor roll status in the majority of my high school grades. I'm right for this job because of my passion for journalism, and my ability to efficiently learn new skills, and apply those new skills to further my career in journalism. I can provide quality articles, and am flexible to write on whatever topic I am given, and complete those articles on time.

Thank you very much for giving me the chance to apply to become a part of your illustrious website/ magazine. Attached is my resume further stating my skills and history pertaining to this job.

Thank you for your time and consideration.

Sincerely,



Joe Smith  
604-123 -4567  
joesmith@live.com

Enclosure: Resume, Application Form and Letter of Reference