

March 20, 2015

Lucasfilm
Letterman Digital Arts Centre
One Letterman Drive
San Francisco, CA 94129

Dear Hiring Manager,

I would like to thank you for the opportunity to work with the Lucasfilm public relations team. I have a very strong passion in pursuing a career in public relations and communications in the upcoming summer alongside my graduation from the University of British Columbia, and I believe I can bring various valuable assets to the company.

Currently, I am the Communications Assistant at the UBC School of Population and Public Health (SPPH). On a bi-weekly basis, I update the SPPH website, build posters for distribution, and construct future social media posts. Simultaneously, I assist the Communications Manager with different tasks, such as editing and event planning, to make each workday flow smoothly.

For the last six years, I have also had various journalism, public relations and social media positions as an intern at Charles & Grace Jewelry and Zooey Magazine. At Charles & Grace Jewelry, I updated their social networking accounts and created various marketing plans for the company, including press releases and preparing emails for potential clients. During my senior year of high school, I interned at Zooey Magazine; which entailed editing articles and spreads, composing emails to companies and performing various basic office duties.

With my extensive background in public relations and communications, I believe that I am a great fit for this position. In addition, I believe it would be a great learning opportunity for me, and a step in the right direction for my career.

With this, I hope to receive the chance to speak with you to review my resume. Please, feel free to contact me through email or call me at [\(778\)-319-1402](tel:778-319-1402).

Sincerely,
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