

Dear Hiring Manager:

I noticed an opportunity for a _____ role with _____ and believe I am the potential right fit.

Please feel free to peruse [my LinkedIn page](#) for a description of my work history and my accolades.

I've been a successful radio deejay, a webmaster for a high society member's advocacy group pet project, and I recently helped propel the Mayor of Elgin, my hometown, to success in his re-election.

I am a marketing guru when it comes to making social media marketing campaigns and the platforms that are their foundation hum with activity. When it comes to website design and management, I come alive helping people realize their perfect vision for what they want their website to make happen.

I gravitated to the position advertised because I firmly believe I have the skill sets required, including web design skills, a technical mind, the ability to excite people through my visions and ideas of what might be, and the expertise to make it happen. I am eager to show you my sparkle, and I have the enthusiasm and smarts to drive your company toward rapid growth and increased success.

In a short time, I used WordPress, in combination with search engine optimization plug-ins such as Yoast, to propel the mayor to a landslide victory in 2019. I received a personal handwritten statement of thanks for him shortly after. I also used WordPress and social media to bolster several fledgling businesses that needed to increase visibility and drive traffic to their brick-and-mortar store locations.

My top skills include:

- Website design
- Social media marketing and management
- Community organizing
- Caregiving
- Relationship management
- Event coordination
- Management
- Administration
- Telecommunication
- Transportation of goods
- Planning excursions
- Customer service
- Organizational acumen
- Counseling
- Technical expertise
- Creativity
- Copywriting
- Copyediting
- Serving as a liaison
- Communication

Among my most significant "soft skills" are a deep understanding of other people's emotions, motivations, and even character flaws (which I overlooked to build the massive network of people I have been lucky enough to call friends and professional associates). I know what it takes to capture the attention and dedication of people. I utilize the modern world's technology as a powerful tool to help make connections, both over long distances and in my backyard. I've also been the primary or

collaborative partner when it comes to organizing major events such as the hugely popular classic car appreciation evenings tied into a retail setting to help drive their sales, which I still coordinate.

Through my planning, organizing, and executing numerous successful radio shows as creator and deejay, I attracted a domestic and international following of loyal listeners in the years I have made that a personal passion. I bring that ability to talk a stellar talk toward bringing people together to the offices, stockyards, and retail businesses where I have spent much of my professional career around.

I have a yearning to explore the world, especially the United States, so you won't be shocked when I admit to having a minor obsession with road tripping. One of my favorite memories is the road trip I took along historic route 66 a few years back. Meeting so many different personalities and unique individuals on my many stops back then helped develop my superior social skills and understanding of human psychology. I apply that human intelligence directly to my work when I have to explain complex webmaster geekiest concepts into easily understandable sound bites to help clients understand what I'm doing for them. My people skills also help me know what various demographics want to see as they browse social media platforms and what will drive them to act, click, and buy.

I have had a long and exciting career and have been lucky enough to have done well enough to have the luxury of taking time off here and there to pursue my dreams. Right now, what I am looking for is a social media marketing or website management client at a firm where I can collaborate with others to help them pursue their dreams, professional and otherwise. I am also open to fulltime work.

Providing emotional and practical support to those in need is my biggest hobby in life.

I know I could perform the duties and responsibilities listed in the job description, and I already know I will wind up going above and beyond what's necessary in my passion to be all I can be and help my clients, bosses, and friends become the best versions of themselves in both their personal and professional endeavors. My upbeat, positive attitude is infectious and always leads to great things.

I am curious to learn more about what specific skills and attributes I could bring to the advertised role. Feel free to contact me anytime by phone or email. I appreciate your time and consideration.

Kind regards,

Cort Stevens

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