Dear **Ms. Stella Hudson**,

Good day!

Through this letter, I would like to inform you that I would like to apply for the position of Creative Services Director as your company’s website cited that this position is vacant. With extensive hands-on experience of over **16 years** in this field and given my record of accomplishments, I believe that I am the perfect candidate for this position.

I have experienced all the duties and responsibilities that the position requires to function in my work career throughout these **16 years**. I was responsible for all forms of design, marketing, and promoting the products company has made. I was also in charge of implementing marketing strategies to support all brands and make the best out of it. The previous company I worked with will provide you information about my abilities and work ethics if, in any good cause, you'll be needing it.

I have attached my resume, documents of my achievements and qualifications, and the references you can refer to if you choose to hire me. Please feel free to contact me if you have any further questions. Looking forward to your positive response. Thank you for your time and consideration.

Regards,

**Angela C. Berrian**

**To Use This Documents**

The text inside the brackets which is highlighted is meant to be edited with your text. This is the way you can edit the document as given below:

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1. Point the mouse where you want to edit and delete the sample text and then you can add your text.
2. You can change the size, font & color of the text in the Main Tab: Home

**To Edit Table:**

1. Point the mouse in the table where you want to edit and delete the sample text and then you can add your text.
2. You can adjust the row & column size of the table in the Main Tab: Layout

**To Edit Chart:**

1. Select the chart which is going to edit and then
2. In Main tab: Design -> Edit Data
3. It will open the excel sheet where you can edit the values of the chart