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| --- |
| **YOUR NAME** |
| Street Address, Los Angeles, CA 90042 • (555) 204-5342 • your.name@gmail.com |

January 21, 20XX

Georgia Newman

7609 Mckinley Ave

Los Angeles, CA, 90001

(303) 751-3327

georgia.newman@gmail.com

Dear Ms. Newman,

I’ve loved transforming people through the art of makeup ever since I was in high school, when I regularly did the makeup of my friends and sisters for school dances. Over the past two years, I’ve pursued this passion by volunteering for the Look Good, Feel Better Organization, helping boost the self-esteem of 100+ patients with cancer by giving them makeovers. I’m now ready to turn my interest in this artform into a career as a Makeup Artist at Studio 96.

Since graduating from high school, I’ve been working as a Customer Service Representative, most recently at L.A. Girl Cosmetics. This experience has given me the chance to:

* Learn about and test 200+ different makeup products
* Advise customers on makeup selections based on their preferences
* Stay current with makeup trends and client feedback

While I enjoy the customer interaction side of being a Customer Service Representative, it doesn’t satisfy my need for a creative outlet. That’s why I signed up for the 150-hour course in Makeup Artistry offered by Los Angeles-based Soníque Academy to boost my skills and take the first step towards becoming a professional Makeup Artist.

As a long-time fan of Studio 96 and its avant-garde approach to makeup application, I look forward to the opportunity to further discuss how my interpersonal skills and creativity can help create an excellent experience for your customers. Thank you for considering my application.

Sincerely,

**[Your Name]**

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**Dear Job Seeker,**

**We recently updated all of the cover letter templates on** [**ResumeGenius.com**](https://resumegenius.com/) **to reflect the most recent HR and hiring trends.**

Our goal is to give our users the best chance at landing job interviews, and our templates are a major part of how we aim to accomplish this goal.

Each of our newly designed and re-designed templates were built specifically to bypass the Applicant Tracking System software companies use to filter out candidates, and are formatted to be visually pleasing and easy to read.

But while our cover letter templates take the pain out of formatting and provide a strong foundation for your own cover letter, it takes effective writing to win over the hearts of employers, hiring managers, and recruiters.

If you’re still struggling to write your own cover letter, check out these free resources so you can put together a cover letter that showcases how you’re the best person for the job:

·     [Cover letter builder](https://resumegenius.com/cover-letter-builder)

·     [How to write a cover letter](https://resumegenius.com/blog/cover-letter-help/how-to-write-a-cover-letter)

·     [Cover letter examples](https://resumegenius.com/cover-letter-examples)

Once you’ve written a great cover letter, pair it with a convincing resume by using a matching [resume template](https://resumegenius.com/resume-templates). Here are a few resources to help you write a resume that gives your application the edge it needs to land you the interview:

·     [Resume builder](https://resumegenius.com/)

·     [How to write a resume](https://resumegenius.com/blog/resume-help/how-to-write-a-resume)

·     [Resume examples by industry](https://resumegenius.com/resume-samples)

Best regards,

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