**Robert Smith**

**Content Writer**

**1737 Marshville Road, Alabama, (123)-456-7899, info@qwikresume.com www.qwikresume.com**

[Today’s Date]

[341 Company Address]
[Company City, State xxxxx]
[(xxx) xxx-xxxx]
[hiring.manager@gmail.com]

Dear [Mr./Mrs./Ms.] [Hiring Manager’s Name],

I happened to come across your advertisement while scouring the internet for content writing opportunities, and I'm uploading you my resume as well as a couple of written data for your study and understanding. Apart from having a Master’s degree in Science, I also have my English degree with 10 years of experience penning for different clients as a professional writer. I've always intended to spend my leisure time at the libraries reading books, so that I may portray that learning in my manuscripts.

I presently compose for six companies whose primary areas of expertise involve talent management, professional development, advertising, corporate finance, and social networking sites. I produce interesting literary works while adhering to the OUA Format, and I'm skilled at effortlessly incorporating phrases to improve online marketing without detracting from the article's fluidity.

 I've documented press statements, email campaigns, and blogs on a wide range of disciplines about public service and entrepreneurship-specific problems, and I steadily earn extra credit from my employees and customers. I appreciate doing the homework required to keep my documents relevant, appealing, and fresh. I also add my expertise in the area and insight to every task I work on. I enjoy working as a consultant writer, and I'm also open to the previously described contract obligation as described in your advertisement.

* As a professional content writer, I always created original and creative content.
* Flexible to various writing styles.
* Deep knowledge of SEO.
* Putting together a content plan by understanding the brand’s voice.
* Proofreading and modifying the blog content, before publication to avoid plagiarism.
* Staying updated and coordinating with the art department for illustrating articles.
* I received the accolade of Best Content Writer for 2021.

Kindly take a moment to look through my credentials and resume in the attachment. At your convenient time, kindly get in touch with me by phone or email. I'm comfortable with the fact that I can supply more particular writing samples if you need them. I appreciate your thoughts and time. I would be very glad for the opportunity to talk with you about my candidacy.

Thank you for your consideration.

Sincerely,

[Your Name]