

Cover Letter – Speculative (Media)

Your name and  
address  
Telephone

Name of person  
Company and address

Date

Dear

I am final year Media Studies student with a wide range of production and presenting experience in magazine, television and radio, now looking to further my career in radio broadcasting.

'Metal FM' really interests me because it has a commitment to live, local bands and unsigned artists (particularly the new feature 'Live and Unsigned'). I am particularly attracted to the diversity of real music played by 'Metal FM' compared to the chart orientated playlists of other stations.

As you can see from my CV I have gained first-hand experience of radio production having worked as a presenter and researcher for 'ABC FM' the University radio station. I have also been involved with hospital radio with a regular two-hour weekly broadcasting slot. I have practical skills in on-line linear and non-linear editing and familiar with radio digital playout systems.

I am also a confident communicator with experience of writing and editing features. In my role as music editor for 'Tune In' the University music magazine' I wrote reviews on new releases and interviewed local musicians and bands. I can offer enthusiasm and total flexibility and would be willing to consider any opportunities you could offer me.

I look forward to meeting you soon.

Yours sincerely

A Student