## Lorrie Harris

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29 May 20XX

Daniella Cox

Manager, Pentamine Partners

Houston, Texas

Dear Daniella Cox

**RE: Communications Consultant Role**

I am writing in response to the opening for Communications Consultant, which I believe may report to you.

I can offer you six years of experience managing communications for top-tier PR & Communications firms, excellent project-management skills, and an excellent eye for detail. All of which should make me an ideal candidate for this opening.

I have attached my CV for your review and would welcome the chance to speak with you sometime.

Best regards

Lorrie Harris