

Ellie Porter

Marketing Assistant

To

Hiring Team

Dear Hiring Team,

I'm thrilled to submit my application for the permanent Marketing Assistant position. Over the past six months, I've served in a temporary capacity supporting campaign logistics, social media planning, and post-event reporting. This experience has deepened my understanding of our brand's voice and equipped me with the skills needed to succeed long-term.

I've proactively taken on tasks outside my core assignments, including organizing influencer outreach lists and drafting landing page copy. I'm especially proud that my optimization suggestion helped increase our email click-through rate by 14% last quarter. My adaptability and collaborative approach have been consistently recognized by team members.

I've found a true sense of belonging here and would love to continue growing in a more permanent capacity. I'm excited by the opportunity to contribute more deeply to campaign strategy and support our expanding digital initiatives.

Thank you for your consideration. I'm happy to provide any additional information.

Sincerely,

Ellie Porter