

Kylee Brown
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Event Planning

Dear Professional,

I am interested in applying for an event planning position. I just graduated from the University of California Los Angeles earning my Bachelor's degree as well as my BBA. I believe with the skills and experiences I gained, this position would be an ideal fit for me.

After four years of attending UCLA, I've gained knowledge and qualities that fit for event planning. I've learned to adapt to change and face difficulties, staying organized, and being able to apply my creativity, and this will translate into my work. The passion and work ethic I have is what makes me different from other workers. I have the eagerness to perfect, lead, guide, and do. I can show leadership skills to everyone I work with, and I know-how to be a friendly person!

I would be a great fit for an event planner with all the traits and qualifications I succeed in. It would be an honor to get the opportunity to work in an event planning business. I am looking forward to my interview at your convenience. Thank you for your time, can't wait to meet with you!

Sincerely,

Kylee Ailani Brown

Enclosure: Resume