Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

My name is Catherine Pastuhov, and I am reaching out in regards to the \_\_\_\_ opportunity. I am confident that my educational background and experience qualifies me seamlessly to work in \_\_\_\_\_ to develop new strategies, through execution with accountability for the outcomes. I am eager to combine my diligent work ethic and passion for design to your \_\_\_\_ agency.

Since my graduation from the University of Colorado, Boulder, I have spent my time working in two separate fields of the events industry in San Francisco. I specialize in event coordination during corporate incentive programs/international meetings, and personal events ranging from weddings to Bar Mitzvahs. I have begun an active job search, and am both seeking to work in my field of interest and translate my skills into the corporate workplace.

My role as an event coordinator has exposed me to the adrenaline of the hospitality industry yet I am looking to make the jump into Marketing. Dealing with various international accounts including companies such as Salesforce, Autodesk, VeriSign and Facebook has allowed me to practice strategic communication skills, and build relationships with a high profile client base. Additionally with experience in project management and sales I am confident my customer-first mentality and understanding of shaping a brand will situate me as a great candidate for employment at \_\_\_\_\_.

I value my co-workers and teamwork as much as I do building relationships with clients, the community and my supervisors. Attached is my resume outlining my past work experience and skills. I can be reached at the provided contact information for any additional questions. Thank you for your time and consideration.

Best Regards,

Catherine Pastuhov

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