

ALEXIS WILLIAMSON

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Dear HR Manager,

I am writing to express my interest in the Communication Specialist position with the Florida House of Representatives Office of Public Information. As a public relations professional with experience in journalism, digital marketing, and content strategy, I am eager to contribute my skills to support the Florida House's communication initiatives.

During my tenure as a Public Relations Intern at RB Oppenheim Associates, I conducted in-depth media research, developed event promotions, and managed social media content to enhance audience engagement. This experience strengthened my ability to craft strategic communication plans and build meaningful relationships with target audiences.

As a News Staff Writer at The Famuan, I covered local and national issues, conducted in-depth interviews, and delivered well-researched articles under tight deadlines. This role refined my AP style writing, investigative journalism, and content creation skills, allowing me to translate complex topics into engaging stories for diverse audiences.

In my role as a Communications Intern at Enilram Creative Solutions, I developed digital content strategies and optimized social media reach through compelling marketing materials. I also managed backend operations on platforms like Wix and LinkedIn, refining SEO practices to enhance audience engagement and brand visibility.

I am particularly drawn to this opportunity because of the Florida House of Representatives' commitment to transparent and effective public communication. With my background in media relations, content marketing, and digital strategy, I am confident in my ability to contribute to the Office of Public Information's efforts in keeping the public informed.

I welcome the opportunity to discuss how my experience and skill set align with this role. Please feel free to contact me at your earliest convenience to schedule a conversation. Thank you for your time and consideration. I look forward to the possibility of joining your team.

Best regards,

A handwritten signature in black ink that reads "Alexis Williamson". The script is fluid and cursive, with the first letters of "Alexis" and "Williamson" being capitalized and prominent.

Alexis Williamson