November 18,2019

Marvel Entertainment

135 W 50th St

New York , NY, 10020

To Whom It May Concern :

I am writing to express that I am very interested in working with your company in regards to the merchandising manager position for Marvel Inc. Throughout my many experiences I have learned what it takes to fully support and work with a team in achieving its full potential. Talents like this are assets I believe suit this position you are offering. My critical thinking in tough stressful situations, I find will be a huge asset to your company. Accuracy in my work is paramount to me and I look forward to showing you this, with my work ethic and consistency the only way to accomplish a great job.

For the past four and a half years I have been diligently obtaining my degree. With my degree obtained, I have amassed many skills via the course of the classes I have taken. With these skills I have been researching and reading about your organization and it has intrigued me greatly. I have strong communications skills from classes through my major such as Advertising MKT 1214 and its oral presentations and team oriented work. Written skills gradually improved from my time in English classes with amazing professing in ENG 1101 & 1121. The business courses of BUS 2339 helped me with financial management aspect of a business and allowed me to work better in my management skills with finances. Retail projects from courses BUF 3300 helped developed my search engine abilities and international trade laws BUS 1122 helped create my basic knowledge of American business law and how to operate legally in which this would help with logistics and international shipping. My interpersonal skills developed from work experience and many of the course I have taken that helped me develop what I know can serve me well in any position or situation I’m placed in. I have had an array of different responsibilities which I feel translate well into this position management of a team and goal oriented retail and private sector projects. Through my previous experiences and, I gained hands-on skills in planning and coordinating routine administrative and operational activities through my classes such as BUS 2425 which helped me develop a business plan and how to budget within a team. BUF 4900 has helped develop my professional skills further to develop my talents within your company and bring my talents and knowledge to this amazing position.

I possess certain skills which are needed in order to be successful in this position. Some of these skills are, my time management skills, my attention to detail and my multitasking abilities. I also possess problem solving skills, an ability to anticipate issues and respond to them accordingly, and the capability to communicate effectively with people from all levels. I can lend my support and knowledge to making any operation, organization or team run smoothly. Utilizing data to help company strategies has been huge in my past positions, this skill has allowed me to continue my learning and attaining new talent. This was of great importance as I grow my versatility becomes an asset.

I have a unique perspective as to the valuable role your company plays within the community and to the clients that it services. I look forward to any opportunity your organization may have available at this time. I am an excellent asset to any organization, individual in upper level management and or an administrative capacity. I believe I would fit in very well with the team due to many of the skills I have attained in work experiences and group work and projects via the many of classes I have taken in my collegiate career. This will be a tremendous assets as the flexibility I have attained for my professional career has been greatly enhanced from my college degree and work experiences.

Enclosed is my resume for your consideration. Please let me know if you can grant me an interview; I’d be happy to come in at any time convenient to your schedule, to find out more about what you need to make this partnership a success. I appreciate the opportunity and time and given to me by yourself.

Sincerely,

Gabriel Tossas