

# Thomas Arocho

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Feb. 1, 2018  
Lanchid LLC.  
145 West 27<sup>th</sup> Street  
New York, NY 10001  
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Dear Helena Hong,

My name is Thomas Arocho. I am thrilled to be applying for the Graphic Design Intern role in your company. After reviewing your job description, it's clear that you're looking for an enthusiastic applicant like me who can be relied upon to fully engage at your company and do it in a self-motivated manner. I believe I am the perfect candidate for the job.

I am a focused CUNY New York City College of Technology college student majoring in Communication Design with a 3.1 GPA. During the course of my academic career, I also experienced over two years of work experience. I had the privilege of working for TRiO Upward Bound at Bronx Community College as a Tutor Counselor in my free time, where I learned valuable professional skills such as collaboration, creative problem solving, and adaptability. These skills have been heavily enforced into my academic life, where I have been consistently recognized as quality oriented by professors, and colleagues alike. Whether working on academic, extracurricular, or professional projects, I apply proven teamwork, analytical, and multitasking skills, which I hope to leverage into the Graphic Design Intern role at your company.

After reviewing my resume, I hope you will agree that I am the type of positively driven candidate for the position. I honestly cannot wait to show what I am capable of not only as a designer but also as a professional who will provide results that are beneficial to your company. Additionally, I am available to start working as soon as your organization needs me to begin. My days of availability are Tuesdays, Thursdays, and Fridays. Please contact me at 646-228-4416 or via email at thomas.aroch7@gmail.com to arrange a convenient meeting time.

Sincerely,

Thomas Arocho