**Jenny Austin  
Interactive Producer**

123 Your Street, Your City, ST 12345, (123) 456-7890, email@example.comhorizontal line

4th September 20XX

[Hiring Manager]

123 Address St

Anytown, ST 12345

Dear [Hiring Manager],

My name is [NAME] and I am an experienced Interactive Producer and Project Manager. I am writing to express my interest in an Interactive Producer position at [COMPANY].

I have a solid understanding of the development process and a successful track record of managing digital projects from initial concept to completion. I am experienced in working with large teams, and have a strong ability to collaborate and communicate with both clients and internal teams.

I have managed several high- profile, multi- platform projects, including the development of an interactive website and mobile app for a major retail brand. I was responsible for leading the project from start to finish, including working with the client, defining the project requirements, managing project budgets, and coordinating the development of the website and app. I also maintained strong relationships between the client, vendors and internal teams in order to ensure the project’s success.

In addition, I am well- versed in various interactive technologies, including HTML, CSS, JavaScript, and Flash. I have also worked with content management systems such as WordPress and Drupal.

I am confident that I possess the skills and experience necessary to serve as a valuable asset to your team as an Interactive Producer. I am available to answer any questions you may have, and I look forward to meeting with you soon to further discuss the position.

Sincerely,

**Your Name**horizontal line