

JENNY BUTTONS

Interior Designer
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Cecil Taylor

Senior Hiring Manager
ABC Style Design
(123) 987-6543
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Dear Mr. Taylor,

As a creative and client-focused interior design with over nine years of experience in making my client's design ideas become a reality, I believe that I would be an asset to the innovative design team at ABC Style Design. My personal designs were responsible for Style Interiors winning a \$10 million contract to refurbish the Marriott hotels in California.

Over the past nine years, I have worked with commercial and residential clients to help them transform their ideas and requirements into functional and beautiful design solutions. I have completed over 100 design projects from concept to completion.

Below is a list of some of my strengths and achievements:

- Consistently received 100% client satisfaction scores by listening to the clients requirements and meeting or exceeding their expectations
- Eight of my projects have been featured in national design magazines

I would love to tell you about my ideas for taking ABC Style Design to the next level in commercial and residential design. Please let me know a time and date that would suit your schedule.

Kind regards,

(Insert Signature Here)

JENNY BUTTONS

P.S. I would love to tell you about the time I was shortlisted for an International Design Award.