

Date

Mr. Rolland Johnson
General Manager
KXYZ-FM
201 Monroe Drive
Arlington, TX 76028

Dear Mr. Johnson:

Are there any openings at KXYZ for an enthusiastic, young, announcer/programmer? Jane Majors, Director of Programming, recently discussed with me several experimental formats being planned at KXYZ, particularly in the areas of singularly directed programming. This scheduling concept is an exciting development with dramatic potential.

This programming format requires that individuals possess a strong radio and television background. As a graduating senior in the Telecommunications Department, my experience includes both radio and television production and on-air programming. I have experience as an announcer, programmer, disc jockey, sportscaster, news reporter and news writer at KITU-FM and KTIS-AM. In addition, I hold an FCC third-class license with broadcast endorsement. My sense of responsibility and conscientiousness are indicated by my honors.

My enclosed resume reflects my experiences and accomplishments. I am enthusiastic about your single-focus programming concept. The opportunity to help implement this innovative idea would be an exciting challenge for me. I will contact you during the week of October 12-16 to arrange a mutually convenient time for us to meet and discuss employment possibilities. Thank you for your consideration.

Sincerely,

Frank Manners
6460 Straid St.
Orland, CA 95963
(916)324-4561