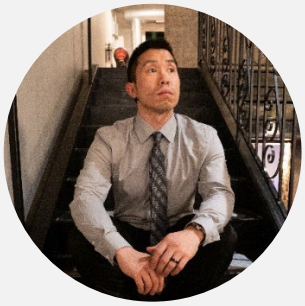


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KYLE BALITZ

DIGITAL MEDIA SPECIALIST

COVER LETTER

10/12/2026

Hiring Manager
[Company Name]
[Company Address]

Dear Hiring Manager,

I am excited to apply for the [Position Title] role at [Company Name]. With over 20 years of experience blending creative storytelling, technical mastery, and community advocacy, I bring a unique combination of multimedia production expertise and IT proficiency that aligns strongly with your team's needs.

As a **Digital Media Specialist**, I have led projects across video production, design, illustration, and photography, consistently delivering content that engages audiences and strengthens organizational identity. My work with organizations such as Harmonic Relief, The Adoptee Group, and Hmong Corporation demonstrates my ability to direct multi-camera productions, design branding materials, and craft emotionally resonant narratives that elevate both performance and mission. Beyond creative leadership, I am CompTIA A+ certified and adept at troubleshooting complex technical workflows, ensuring seamless integration of legacy and modern media formats.

I am particularly proud of projects that amplify marginalized voices, such as producing *Human Stories* for The Adoptee Group and collaborating with Voice to Vision to document survivor narratives. These experiences reflect my commitment to using multimedia not only as a tool for engagement but also as a platform for advocacy and education. At the same time, my freelance work has honed my entrepreneurial skills, allowing me to deliver tailored creative solutions across diverse industries.

I am eager to bring this blend of artistry, technical expertise, and collaborative leadership to [Company Name]. I welcome the opportunity to discuss how my background can contribute to your team's success and help advance your creative vision.

Thank you for your time and consideration. I look forward to the possibility of contributing to [Company Name].

Sincerely,

Kyle Robert Balitz