

LAURA KIM

Instructional Designer



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To Michael Roberts

Tech Solutions, Inc.

Dear Hiring Manager,

I am writing to express my interest in the Instructional Designer position at Tech Solutions, Inc. As an experienced instructional designer with a passion for creating effective and engaging learning experiences, I am confident that I would be a valuable addition to your team.

In my previous role, I was responsible for designing and developing training programs for various clients. With over 3 years of experience in this field, I have honed my skills in instructional design, content development, and project management. My expertise lies in creating innovative and interactive learning solutions that cater to different learning styles and meet the specific needs of the target audience.

One of my biggest achievements was designing an e-learning course that received an award for its engaging and impactful design. This project not only helped the client achieve their training goals but also increased their employee satisfaction and retention rates. Additionally, I have successfully managed multiple projects simultaneously, ensuring timely delivery while maintaining high quality standards.

My strong attention to detail, creativity, and problem-solving skills make me stand out as an instructional designer. I am well-versed in various instructional design models such as ADDIE and SAM, and proficient in using authoring tools like Articulate Storyline and Adobe Captivate. Moreover, my ability to collaborate effectively with subject matter experts and stakeholders has enabled me to deliver successful projects consistently.

I am excited about the opportunity to bring my skills and experience to Tech Solutions, Inc. I am confident that my passion for creating impactful learning experiences combined with my proven track record make me a perfect fit for this role. Thank you for considering my application.

Sincerely,

Laura Kim