

1234 Street Name
City, State, Zip Code
kassandra@karevalo3d.com
karevalo3d.com [Portfolio website or LinkedIn URL]

Kassandra Arevalo

3D ANIMATOR

Studio Name
Studio Address

Current Date

- 1) Explicitly state the job title, studio name and location

Dear Lucasfilm Recruiting, [Find recruiter's name if possible]

I am applying for the Summer Animation Intern position at Lucasfilm in San Francisco, CA. [Specific job info]

- 2) Compliment the studio's work and reference what specifically they do well
 - Do your research

[State what the studio does] Being an intern at Lucasfilm would mean being a part of a studio that sets a high standard for television animation. Star Wars Rebels [What project is the job for?] is appealing to all ages due to amazing cinematography complimented with exciting, action sequences and subtle, emotional moments. In the fight between Darth Vader and Ahsoka, the animation timing clearly showcases each character's fighting style. Ahsoka is light on her feet while Darth Vader is more methodical with his lightsaber swings. This creates an interesting rhythm to the fight scene for the audience to be engrossed in. [Reference a specific part of the project] I would love to be a part of the process that brings these characters to life for TV audiences.

- 3) Reiterate job posting bullet points and connect your experience to those job qualifications
 - Explain how you can actually do the job based on your school, work, and volunteer experience, and your skillset and portfolio

I would be an excellent asset to the Lucasfilm Animation team because I can create **high quality animation cycles** and performances in a **timely manner**. The Pink Girl walk cycle, skip cycle, and two hit combo game animations on my demo reel were completed based on a schedule proposed to my professor for my Advanced Portfolio Practicum class. [Point to pieces in your portfolio] I would shoot video reference as a starting point and create a rough spline pass, keeping in mind gameplay responsiveness. After receiving critiques, I would then bring the animations to a polished state. [Discuss about your workflow] I know how to stay on schedule without sacrificing work quality.

I'm always looking to grow as an animator, and I'm very **open to receiving and giving constructive criticism**. I am currently an animator on the thesis game project Metal Ages. Every weekend after we meet for classes, my teammates and I share our progress through our online group chat. [Talk about thesis/other school project/work experience] Their feedback helps me push my own animation work to fit the game's mood and storytelling. I also provide notes on my fellow animator's work. This collaboration process has helped me further develop my animation vocabulary and practice communication skills.

- 4) Summarize your stated qualifications and thank the company for their time. Remember the complimentary close. ("Sincerely...")

Striving for high animation quality, my ability to stay on task and schedule, and willingness to receive and provide feedback makes me a great candidate for the Summer Animation Intern position at Lucasfilm Animation. I look forward to hearing your response. Thank you for your time and consideration.

Sincerely,
Kassandra Arevalo