

Ms Rachel Jones
Sea Radio
Quay Way
Swansea
SA1 1XX

"The Hollies"
12 The Drive
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Dear Ms Jones

Opportunity in radio broadcasting

I am writing to enquire about the possibility of undertaking a period of work experience at Sea Radio Station during my summer vacation from 1 July – 31 August. I am currently in my second year of an American History and English Language degree at Swansea University and am keen to build on my current experience.

My interest in radio broadcasting began when I started volunteering at Zap Radio Station in 2012. Zap Radio Station is based on the Swansea University campus and has been well received amongst the student population. During my time with Zap Radio Station I worked alongside other DJ's to develop play list schedules of current music and party favourites. As host of the lunch time show I was tasked with booking and interviewing guests that would be of particular interest to our audience. I liaised with the Student Union events management team and a local club, to be aware of acts visiting Swansea University in order to contact them prior to their concerts, with a view to raising the profile of forthcoming events. Since being based with Zap Radio I have become proficient in the use of technology within the studio and frequently will spend large amounts of time practicing throughout free periods to enhance my skills.

As a Swansea resident I am a regular listener of Sea Radio. I particularly enjoy your 'Enjoy / Joio' feature where you promote local events throughout the Swansea area. I have found that a large number of attendees at these events have heard about them through the radio station. My particular interest within radio broadcasting is focussing on raising the profile of local events within the community.

Within my degree course I have been part of a group project developing language skills for children. The group project allowed our group of four to focus on looking at various learning styles to encourage children under the age of 13 to develop their language skills. We decided as a group to meet twice a week and feed back our findings, based on experiences in school placements and fed this information back to tutors and teachers. The project was well received with Cefn Bryn School opting to implement some of the teaching methods to Year 7 students.

I am a conscientious person who works hard and pays attention to detail. I am flexible, quick to pick up new skills and eager to learn from others. I am keen to gain work experience with Sea Radio to develop my knowledge and understanding of radio broadcasting. My CV shows a range of roles where I have demonstrated high level communication, interpersonal and technical skills and am confident that I would be able to build on these during a placement with Sea Radio.

I hope that, on consideration of my CV, you would be happy to discuss the possibility of a placement in further detail.

Yours sincerely

Susie Watson

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