

Video Editor cover letter

Two sample letters, experienced and fresher. Keep the one closer to your situation, replace the text in [brackets] and every detail with your own.

SAMPLE LETTER: EXPERIENCED

Dear Hiring Manager,

I am applying for the Senior Video Editor position at [Organisation name]. I have six years of experience editing branded content, product films and long-form interviews, currently at a digital content agency in Mumbai that produces videos for consumer and finance brands.

I edit around eight to ten projects a month, from thirty-second ads to twenty-minute interview series. For a recent finance education series, the client wanted complex topics explained without boring the audience. I worked with the scriptwriter on a visual structure using simple animated graphics, B-roll and quick chapter breaks, and created a style template that other editors could follow. The series became one of the agency's most watched client projects, and the client renewed for another season.

I am fluent in Premiere Pro, After Effects and DaVinci Resolve, handle colour grading and sound mixing for most projects, and work closely with motion designers when needed. I manage feedback rounds carefully, keep version notes and meet delivery deadlines.

My showreel and project links are in my resume. My notice period is thirty days. I would welcome the chance to discuss your upcoming projects.

Regards,
[Your name]

SAMPLE LETTER: FRESHER

Dear Hiring Manager,

I am applying for the Junior Video Editor position at [Organisation name]. I recently completed a diploma in film editing and have spent the last year editing freelance projects, mostly short corporate videos and wedding highlight films for studios in Bhopal.

My showreel, linked below my name in my resume, includes a three-minute brand film for a local furniture maker, two wedding highlights and a short documentary on a weaving cluster that I edited for a student filmmaker. For the documentary, I had over twelve hours of interview and observational footage. I logged and tagged every clip, built a paper edit with the director and cut the film down to twenty minutes while keeping the weavers' own voices at the centre. It was screened at a regional student film festival.

I work in Premiere Pro and DaVinci Resolve, handle basic colour correction and audio clean-up, and I am learning After Effects for titles and simple motion graphics. I keep my project files organised so that another editor can open them and continue.

I can join immediately and I am comfortable working to tight deadlines. Thank you for considering my application.

Regards,
[Your name]

BEFORE YOU SEND IT

- Put your showreel link at the top of the letter and keep the reel short, with your strongest work first; editors are shortlisted on the reel more than the letter.
- Describe your role on each project honestly, such as assistant, editor or colourist, and mention the footage volume and turnaround you handled.
- Name the software and workflows you know, such as Premiere Pro, DaVinci Resolve, After Effects, proxies or conforming, and the formats you deliver for.
- Do not upload unreleased client work or footage without permission; share approved public links or password-protected cuts and say so in the letter.