

INTERNSHIP COVER LETTER

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28 December 20XX

To
Ben O'Malley
Bigtime Investments
71 Trinity Way
Manchester
M34 3PA
07123 654 951

Dear Mr. O'Malley,

I am writing to express my interest in the Internship opportunity at Bigtime Investments advertised on LinkedIn. As a recent graduate in Accounting and Finance from Manchester Metropolitan University with internship experiences at notable financial institutions such as Johnson Controls and Rothschild & Co, I am sure I can add value to your organisation.

My experience as a Senior Intern at Johnson Controls has prepared me to thrive in fast-paced, challenging environments. Reconciling monthly ledger accounts, organising portfolio meetings, and conducting in-depth competitor analysis have equipped me with a broad understanding of financial operations and market dynamics. Moreover, my role allowed me to demonstrate my abilities in generating new business, as I successfully acquired an average of 3 new clients per month through cold calling.

During my time as a Junior Intern at Rothschild & Co, I strengthened my analytical skills by monitoring data trends, comparing expenses against forecasted budgets, and preparing forecasting reports. Collaborating with finance managers and key stakeholders, I helped identify new opportunities for portfolio improvements.

I am excited about the opportunity to bring my unique blend of skills and experience to Bigtime Investments, where I hope to contribute to your ongoing success while further developing my skills in the world of finance. I appreciate your consideration of my application and am eager to discuss my potential contributions further.

Yours sincerely,

Rose Wilson

How To End A Cover Letter For An Internship

Puja Mehta



How To End A Cover Letter For An Internship:

Embark on a transformative journey with is captivating work, Discover the Magic in **How To End A Cover Letter For An Internship** . This enlightening ebook, available for download in a convenient PDF format , invites you to explore a world of boundless knowledge. Unleash your intellectual curiosity and discover the power of words as you dive into this riveting creation. Download now and elevate your reading experience to new heights .

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