

Your address

Your Name

Date

email@example.com

XXX-XXX-XXX

Company Name

Address

Dear [Recruiter's Name]:

I am excited to apply to an Associate Consultant position in McKinsey Sydney office and look forward to creating high impact for McKinsey's clients. Result-driven and eager to learn, I am finishing a master's in management at HEC Paris after having completed two internships in the Banking and Technology sectors. During my internships, I worked closely with C-level management teams on investment opportunities and marketing strategies.

Thanks to my experience at Motorola and Merrill Lynch, as well as my concentration in Strategy Management at HEC Paris, I am confident that I can bring the following skills to the McKinsey's teams:

Problem-solving. At Motorola, I contributed to create omni-channel marketing campaigns that resulted in 1.5x sales growth. To quote the Marketing Director, my "exceptionally well documented and well written reports on customer needs have led to effective campaigns with very analytical value". I particularly enjoyed not only to get insights from data but also to transform these insights into actionable marketing and strategic plans.

Leadership. At Vienna University, I tutored 20 students for the Corporate Finance lecture and coached them through the semester. Plus, while a Business Analyst at Merrill Lynch, I could further improve my leadership skills while taking a co-lead role in a strategic digitalization project. This experience has taught me that success highly relied on making different teams work efficiently together towards a common goal.

Personal impact. As a Business Analyst at Merrill Lynch, I had the opportunity to go beyond the scope of my internship and participate in C-level discussions by synthesizing inputs from different teams and presenting analysis on sales performance, market trends and risk and governance reports. These discussions have given me a first-hand experience to influence decisions at the C-level, which I found fascinating.

My motivation to join McKinsey is twofold. First, I was extremely impressed with McKinsey's culture of excellence after speaking with [your contact name]. We discussed how each Consultant adheres to McKinsey's values such as to meet the highest professional standards and to significantly improve the performance of its clients. Hence, I am looking forward to working with such driven professionals on solving the most challenging problems of the leading institutions around the globe.

Secondly, I am excited by the wealth of knowledge I stand to gain from working at McKinsey. Operating as "one firm" is one of McKinsey's most distinctive characteristics, which helps it to become a true learning organization. I am eager to be a part of this international network, learn from the experiences of people at McKinsey and contribute to your company through my strong personality.

I would welcome the chance to discuss further with you about my qualifications and ways that I can contribute to McKinsey. Thank you and I look forward to hearing from you.

Sincerely,

[Your Name]