

[Your full name]

Address:

Phone:

Email:

Date:

Mr/Mrs.

Director

XYZ Company

Dear Mr/Mrs.....

The posting for a Marketing Intern as listed on internships.com caught my attention because of XYZ Company's excellent reputation as a leader in the consumer electronics industry. As a proud academic and professional achiever, I am committed to joining your organization and contributing to successful completion of business objectives. My background includes an excellent academic record as I continue to pursue my degree in Marketing from (School name).

My qualifications not only meet your requirements, but they also provide leadership, sales and educational excellence. Highlights include:

- Recognized for outperforming peers on sales floor and consistently earned monthly awards.
- Selected to mentor and train over 10 new employees.
- Earned Dean's List 6 consecutive semesters.

With an expected graduation date of August 20..., I am actively pursuing an internship to leverage my education and professional background and apply them to make a significant contribution to XYZ Company.

While my enclosed resume outlines my experience, I welcome the opportunity to discuss XYZ Company's needs and how my background may be beneficial. I look forward to learning about the next steps in the selection process and assure you that my commitment, enthusiasm, and professionalism will be a significant value to your team. Thank you in advance for your time and consideration.

Sincerely,

[Your name]