

Internship Application E-mail Sample

Subject: Education Intern

Dear ,

It was with great pleasure that I read about Democracy Now!'s education internship posting on the Chung-Ang University Career Services Center homepage. Please find attached my resume, self-introduction essay, and references containing details concerning my educational and work experiences which I believe would make me uniquely qualified for such an opportunity.

I would appreciate an opportunity to discuss the Democracy Now! education internship position with you. You can reach me using the contact information on my attached resume.

Sincerely,
Xxx Xxx Kim
Anywhere Dong
Anytown, Korea, 55555
Phone: 000-0000-0000