

Your Street Address
City, State Zip Code
Telephone Number
Email Address

Month, Day, Year

Mr./Ms./Dr. FirstName LastName
Title
Name of Organization
Street or P. O. Box Address
City, State Zip Code

Dear Ms. Norwood,

I am very interested in the internship at Media Market Management that was advertised through the huskyJobs website. I am a junior at the University of Washington majoring in Community Psychology.

During my time at UW Bothell, I have focused both on my education and gaining experience in the working world. Through my courses in Marketing as a team my group designed and marketed a mock product to sell to interested investors allowing me the opportunity to think critically about the product, its audience and the way to market it effectively. Furthermore I am currently a Sales Associate at Nordstrom, one of the highest volume retail stores in Washington. Retail is a fast-paced environment where you must constantly be on your toes. As a Sales Associate I must sell the product, sell the image and represent the brand that is Broadway. With this experience I feel I can sell your product and image while representing the brand that is Media Market Management.

This summer I was one of eight students selected to intern in Hong Kong for two months through the university-sponsored Global Fellows Internship Program. In Hong Kong, I worked for a major advertising agency where I helped in the process of creating advertising campaigns.

The combination of my education at UW Bothell and work experience has equipped me with skills necessary to be a successful intern. I believe that there is so much more to be learned and this position will provide me with that opportunity. I would like to discuss my qualifications with you in person. I look forward to hearing from you.

Thank you for your time and consideration.

Sincerely,
(sign here)

Your Name

Enclosure