

December 25, 2023  
XYZ Organization

Dear Mr. Ross,

I am submitting my application for the design internship at XYZ Company. Given my qualifications and skills, I seriously think that I am the perfect fit for this role. In my two years at ABC College, I have completed coursework that introduced me to state-of-the-art design technologies and trends. I have first-hand knowledge of journey mapping and designing software. I also have made various applications and software programs that are being used in cell phones and operating systems.

Moreover, the last summer, I volunteered at the local NGO and helped in collecting clothes and furniture that people donated and distributed among needy people. I also developed a software program that helped them maintain a database for the donators, donations, and expenses. That software resulted in saving 50% of their time which was previously put into manually handling all the paperwork.

I have also worked as a barista at a local coffee shop for two years. That experience helped me understand the importance of building a memorable consumer experience. It also helped me in building my skills as a team worker and perfected my communication skills. I honestly believe that my addition to your organization will only be fruitful. Doing an internship in a reputable tech industry like yours will further grow my professional experience and will sharpen up my application formation skills

I am looking forward to hearing back from you.

Yours truly,

Stella Garcia.