Exemplo2

Letter of Motivation

Joe Biotech  
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New York, 1111, NY  
Tel. XXXXXXXXXX  
e-mail: XXXXXXXXXX

Ron Jones  
HR Director  
ABCD Biotech  
98765, Right Street  
New York, 111111, NY  
USA

February, 2nd. 2013.

Dear Mr. Jones,

I, (Your Name), currently in my first year at (XYZ) University, would like to apply for a 6 month internship for a post in the <name of department> department of your company.

I am currently pursuing my Masters in <Name of degree> and at our University, we understand the importance of gaining practical knowledge which will complement the textbook knowledge and help a student gain a wider perspective of the subjects.

During the <name of the course> course I have found that I am decently skilled in the art of persuasion, as my teachers and my former employer of 5 years will rightly testify. I’ve had a knack of getting my point across very well, communicating with people, understanding their needs and providing them with a value proposition which is truly hard to refuse. My skills lie in my ability to comprehensively read and understand the situation and act quickly and yet smartly.

But of what use is a raw skill, unless it is sharpened? Therefore, I decided to enroll myself in the prestigious <NAME> University to help me understand more about the subject I truly adore, to help me understand the mind of the consumer better and to learn some soft skills which have proven to be effective over many years.

Laden with textbook knowledge, I wish to implement the skills that I have learned, in the real world. What better way to prove that I have truly been benefited by this education, and what better place to start, than a company as reputed as yours?

So an internship with you, is something I look forward to very keenly.

I have enclosed my resume and cover letter as well.

Thanking You,

[Name]

(in <http://motivationalletter.com/motivational-letter-template-for-an-internship/>)