

Jordan Lee Thompson

January 16, 2026

Acme Corporation

RE: Entry Level Investment Analyst

Dear Hiring Manager,

I am excited to apply for the Entry Level Investment Analyst position at Acme Corporation, as advertised on LinkedIn. With a strong academic background in finance and a passion for investment analysis, I am eager to contribute my skills and enthusiasm to your team.

During my studies at the University of California, Berkeley, I completed an internship with a local investment firm, where I assisted in analyzing market trends and compiling reports on potential investment opportunities. By utilizing advanced Excel modeling techniques, I helped identify a promising startup that led to a 15% increase in our client portfolio's performance over six months. Additionally, I collaborated with a team of analysts on a research project focused on emerging markets, resulting in a presentation that was well-received by senior management and ultimately influenced our investment strategy.

I am particularly drawn to Acme Corporation due to its commitment to innovation in investment solutions and its reputation for fostering employee growth. I am eager to bring my analytical skills and proactive approach to your team, contributing to impactful investment decisions. I would welcome the opportunity to discuss how my background and skills align with the goals of Acme Corporation. Thank you for considering my application.

Sincerely,

Jordan Lee Thompson