

Jordan A. Smith

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Acme Corporation

RE: Entry Level Management Consultant

Dear Hiring Manager,

I am writing to express my enthusiasm for the Entry Level Management Consultant position at Acme Corporation, which I discovered on your careers page. With a strong academic background in Business Administration from the University of California, Berkeley, and hands-on experience in consulting projects during my internship, I am excited about the opportunity to contribute to your team and support Acme's mission of delivering strategic solutions to clients.

During my internship at XYZ Consulting, I successfully contributed to a team project aimed at optimizing operational efficiency for a mid-sized manufacturing client. By conducting a comprehensive analysis of their supply chain processes, I was able to identify bottlenecks that led to a 15% reduction in operational costs. Additionally, I played a key role in developing a data-driven presentation that recommended strategic improvements, which the client subsequently implemented, resulting in increased productivity.

Furthermore, my role as a project lead in a capstone project allowed me to hone my leadership and analytical skills. I guided a team of four in creating a market entry strategy for a tech startup, which involved extensive market research and competitive analysis. Our recommendations were not only well-received by our professors but also attracted interest from potential investors during a pitch event. This experience solidified my desire to pursue a career in management consulting, where I can leverage my analytical skills and collaborative approach to drive impactful results for clients.

I am eager to discuss how my background, skills, and enthusiasm align with the needs of Acme Corporation. Thank you for considering my application. I look forward to the possibility of contributing to your team and discussing this exciting opportunity further.

Sincerely,

Jordan A. Smith