

# Jordan Elizabeth Smith

January 16, 2026

Acme Corporation

RE: Internship Botanist

Dear Hiring Manager,

I am excited to apply for the Internship Botanist position at Acme Corporation, which I discovered on your careers page. With a deep-seated passion for plant science and a solid foundation in botany, I am eager to contribute to your team and further my knowledge in a hands-on environment known for its commitment to innovative research and conservation practices.

During my undergraduate studies in Botany at State University, I had the opportunity to conduct a research project on the effects of urban pollution on native plant species, where I collected and analyzed data from several local parks. This project not only honed my skills in fieldwork and data analysis but also resulted in a presentation at the State Botanical Conference, where I received positive feedback from seasoned botanists. Additionally, I interned at the City Botanical Gardens, where I assisted in the propagation and care of over 100 species of plants, contributing to a significant increase in native plant availability for community restoration efforts.

I am particularly impressed with Acme Corporation's initiatives in sustainable agriculture and habitat restoration. I am eager to bring my background in plant ecology and my hands-on experience in laboratory settings to your organization. I am confident that my dedication to plant conservation and my proactive approach will make me a valuable addition to your team.

I would welcome the opportunity to discuss how my skills and experiences align with the goals of Acme Corporation. Thank you for considering my application. I look forward to the possibility of contributing to your impactful work in the field of botany.

Sincerely,

Jordan Elizabeth Smith