

# Jordan Smith

January 16, 2026

Acme Corporation

RE: Internship Business Development Manager

Dear Hiring Manager,

I am writing to express my enthusiasm for the Internship Business Development Manager position at Acme Corporation, as advertised on LinkedIn. With a strong passion for driving business growth and a solid foundation in market analysis and strategy development, I am excited about the opportunity to contribute to your team and help Acme Corporation expand its market presence.

During my recent internship at XYZ Solutions, I successfully assisted in launching a new product line that increased our market share by 15% within six months. I collaborated closely with cross-functional teams to identify key customer segments and develop targeted marketing strategies that resonated with our audience. Additionally, I conducted competitive analysis that informed our pricing strategy, ultimately leading to a 10% increase in revenue. My experience in conducting market research and synthesizing data into actionable insights aligns perfectly with the responsibilities of this internship.

Furthermore, I led a project at my university's business club where we forged partnerships with local businesses, resulting in a 20% increase in member engagement. This experience honed my networking skills and taught me the importance of building and nurturing relationships, a key component in business development. I am confident that my proactive approach and ability to collaborate effectively will make a significant contribution to Acme Corporation's business objectives.

I am eager to discuss how my background and skills align with the goals of Acme Corporation and how I can contribute to your business development initiatives. Thank you for considering my application. I look forward to the possibility of discussing this exciting opportunity with you.

Sincerely,

Jordan Smith