

Jordan Smith

January 16, 2026

Acme Corporation

RE: Internship Commercial Banker

Dear Hiring Manager,

I am writing to express my enthusiasm for the Internship Commercial Banker position at Acme Corporation, which I discovered through my university's career services portal. As a finance student with a strong academic record and a passion for commercial banking, I am eager to contribute my skills and gain valuable experience with your esteemed team.

During my studies, I completed a project where I analyzed the financial health of small businesses seeking loans. By conducting detailed financial assessments and developing comprehensive reports, I helped my team present viable lending options to local entrepreneurs. This experience not only honed my financial analysis skills but also reinforced my understanding of the importance of tailored banking solutions and strong client relationships. Additionally, I completed an internship at a regional bank where I assisted in managing client portfolios, which involved monitoring their financial performance and suggesting adjustments to optimize returns. This role sharpened my ability to pay attention to detail and communicate effectively with clients, essential skills for a successful commercial banker.

I am particularly drawn to Acme Corporation's commitment to fostering local businesses and its innovative approach to commercial banking. I would be thrilled to bring my analytical skills and passion for finance to your team. I look forward to the opportunity to discuss how my background, skills, and enthusiasms align with the goals of Acme Corporation. Thank you for considering my application.

Sincerely,

Jordan Smith