

Jordan M. Taylor

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Acme Corporation

RE: Internship Commercial Real Estate Broker

Dear Hiring Manager,

I am excited to apply for the Internship Commercial Real Estate Broker position at Acme Corporation, which I discovered through my university's career services portal. As a student majoring in Business Administration with a concentration in Real Estate, I am eager to apply my academic knowledge and passion for commercial real estate in a dynamic and innovative environment like yours.

During my recent internship at XYZ Realty, I successfully assisted in the analysis of market trends and property valuations, contributing to a 15% increase in client engagement through targeted marketing strategies. I collaborated with a team to prepare comprehensive reports that helped secure three new high-value commercial listings. Additionally, I have completed a project analyzing the rental rates of local commercial spaces, where I utilized Excel and financial modeling to predict future market movements. This hands-on experience, combined with my coursework in real estate finance, has equipped me with a solid foundation in the commercial real estate sector.

I am particularly drawn to this internship at Acme Corporation because of your commitment to innovative property solutions and sustainability in real estate development. I am eager to bring my analytical skills and proactive approach to your team, and contribute to the impactful projects you undertake. I would love the opportunity to discuss how my background, skills, and enthusiasms align with the goals of Acme Corporation.

Thank you for considering my application. I look forward to the possibility of discussing this exciting opportunity with you. Please feel free to contact me at your earliest convenience.

Sincerely,

Jordan M. Taylor