

# Jordan Mitchell

January 16, 2026

Acme Corporation

RE: Internship Geotechnical Engineer

Dear Hiring Manager,

I am writing to express my enthusiasm for the Internship Geotechnical Engineer position at Acme Corporation, which I discovered on your careers page. With a solid academic background in civil engineering and a passion for geotechnical analysis, I am excited about the opportunity to contribute to your esteemed projects while gaining invaluable industry experience.

During my coursework at State University, I successfully collaborated on a team project to assess soil stability for a proposed bridge construction. Utilizing advanced software such as GeoStudio, I analyzed soil samples and created comprehensive reports that highlighted potential risks and mitigation strategies. This experience not only honed my technical skills but also reinforced my ability to work effectively within a team to achieve common goals. Additionally, I completed an internship with XYZ Engineering, where I assisted in the field investigation of a landslide site. My responsibilities included collecting soil samples, conducting in-situ testing, and preparing detailed documentation of our findings, which were crucial in developing our engineering recommendations.

I am particularly impressed by Acme Corporation's commitment to sustainable engineering practices, and I am eager to bring my expertise in soil mechanics and data analysis to your projects. I believe that my proactive approach and dedication to learning will allow me to make a valuable contribution to your team. I welcome 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 Mitchell