

Jordan Taylor

January 16, 2026

Acme Corporation

RE: Internship Lab Technician

Dear Hiring Manager,

I am writing to express my enthusiasm for the Internship Lab Technician position at Acme Corporation, which I discovered on your careers page. With a strong background in laboratory practices and a keen interest in contributing to innovative scientific research, I am excited about the opportunity to join your team and support the important work being done at Acme.

During my studies at State University, I completed a laboratory internship where I worked closely with a team on a project that focused on analyzing water samples for contamination levels. Through my meticulous attention to detail and my ability to operate complex laboratory equipment, I helped reduce the processing time by 20%, allowing our team to deliver results more efficiently. Furthermore, I initiated a new inventory management system that improved the organization of lab supplies, which not only enhanced workflow but also minimized errors in sample handling.

In addition to my technical skills, I have developed strong analytical abilities through coursework in biochemistry and microbiology. I successfully conducted experiments that explored the effects of varying pH levels on microbial growth, which contributed to our understanding of optimal conditions for laboratory cultures. These experiences have equipped me with the knowledge and skills necessary to thrive in a fast-paced lab environment and make meaningful contributions to your projects.

I am eager to bring my background in laboratory techniques and my proactive approach to the Internship Lab Technician position at Acme Corporation. I look forward to the possibility of discussing how my skills and experiences align with the needs of your team. Thank you for considering my application.

Sincerely,

Jordan Taylor