

# Jordan Smith

January 16, 2026

Acme Corporation

RE: Internship Management Consultant

Dear Hiring Manager,

I am excited to apply for the Internship Management Consultant position at Acme Corporation, as advertised on LinkedIn. With a strong academic background in Business Administration and a keen interest in strategic problem-solving, I am eager to contribute to your team and support your clients in achieving their business goals.

During my studies at the University of XYZ, I had the opportunity to lead a consulting project where my team partnered with a local non-profit organization to optimize their fundraising strategy. By conducting a thorough analysis of their existing processes, I identified key areas for improvement that resulted in a 30% increase in donations over six months. This experience not only honed my analytical skills but also taught me the importance of effective communication and collaboration in a consulting environment.

Additionally, I completed an internship with ABC Corp, where I assisted the management team in developing a market entry strategy for a new product line. I played a vital role in conducting competitor analysis and market research, which directly informed our approach and led to a successful launch, generating \$500,000 in revenue within the first quarter. This experience solidified my passion for consulting and my desire to provide actionable insights that drive results.

I am enthusiastic about the opportunity to bring my skills and experiences to Acme Corporation, and I look forward to discussing how I can contribute to your team. Thank you for considering my application.

Sincerely,

Jordan Smith