

Jordan Taylor

January 16, 2026

Acme Corporation

RE: Internship Merchandise Manager

Dear Hiring Manager,

I am thrilled to apply for the Internship Merchandise Manager position at Acme Corporation, as advertised on your careers page. With a strong passion for retail and a keen interest in merchandise management, I am eager to contribute to your team and support Acme's reputation for excellence in product assortment and customer satisfaction.

During my recent internship at Retail Innovations, I successfully developed and executed a seasonal merchandising plan that increased product visibility and sales by 20% compared to the previous season. By collaborating closely with suppliers and analyzing customer feedback, I was able to identify key trends that informed our product selection. My experience coordinating promotional events not only enhanced customer engagement but also led to a 15% increase in foot traffic during peak shopping periods.

Additionally, while pursuing my degree in Business Administration, I managed a collaborative project for a local non-profit's fundraising event, where I oversaw the merchandise strategy. This involved negotiating with vendors, optimizing pricing strategies, and ensuring that the right products were available to meet customer demand. The event surpassed its fundraising goals by 30%, which underscored the importance of effective merchandise management and teamwork.

I am excited about the possibility of contributing to Acme Corporation's innovative merchandising strategies and learning from your talented team. I would welcome the opportunity to discuss how my background, skills, and enthusiasm align with the needs of your organization. Thank you for considering my application; I look forward to the opportunity to speak with you soon.

Sincerely,

Jordan Taylor