

Jordan Taylor

January 16, 2026

Acme Corporation

RE: Internship Quality Assurance Manager

Dear Hiring Manager,

I am excited to apply for the Internship Quality Assurance Manager position at Acme Corporation, which I discovered through my university's career services portal. With a solid foundation in software testing and quality assurance principles, I am eager to contribute to your team and help ensure that your products maintain the highest standards of quality and performance.

During my previous internship at Tech Innovations, I successfully led a project that implemented automated testing scripts, which reduced our testing time by 30%. By collaborating closely with the development team, I identified key areas for improvement in the testing process, which not only enhanced our efficiency but also improved the overall quality of the software released. Additionally, I was responsible for conducting user acceptance testing and gathering feedback, which directly informed our product iterations and resulted in a 15% increase in user satisfaction ratings.

I am particularly drawn to the Internship Quality Assurance Manager role at Acme Corporation due to your commitment to innovation and excellence. I am confident that my proactive approach and keen attention to detail will be an asset to your team. I am eager to bring my skills in quality assurance and my passion for improving processes to Acme, contributing to the development of robust and reliable products.

I would appreciate the opportunity to discuss my application further and explore how I can contribute to Acme Corporation's goals. Thank you for considering my application; I look forward to the possibility of working together.

Sincerely,

Jordan Taylor