

# Sophia Johnson

January 16, 2026

Acme Corporation

RE: Internship Retail Sales Associate

Dear Hiring Manager,

I am excited to apply for the Internship Retail Sales Associate position at Acme Corporation, as advertised on your careers page. With a strong passion for customer service and retail, I am eager to contribute to your team and gain valuable experience in a dynamic retail environment. Acme's commitment to delivering exceptional customer experiences aligns perfectly with my professional values and ambitions.

During my previous part-time role as a sales assistant at Trendy Apparel, I successfully increased sales by 15% within three months by implementing engaging product displays and actively promoting seasonal offers. My ability to connect with customers and understand their needs not only enhanced sales but also fostered a welcoming atmosphere that encouraged repeat business. Additionally, I was recognized as Employee of the Month for my commitment to team goals and my initiative in driving promotional campaigns, demonstrating my dedication and collaborative spirit.

Furthermore, I completed a successful project in my marketing class where I developed a comprehensive plan to boost foot traffic in retail spaces. This experience taught me how to analyze consumer behavior and leverage marketing strategies effectively, which I believe will be beneficial in driving sales at Acme. I am confident that my proactive approach and eagerness to learn will make a positive impact on your sales team.

I would love the opportunity to discuss how my background, skills, and enthusiasm can contribute to the success of Acme Corporation. Thank you for considering my application. I look forward to the possibility of discussing this exciting opportunity with you.

Sincerely,

Sophia Johnson