

Jordan Smith

January 16, 2026

Acme Corporation

RE: Internship Risk Manager

Dear Hiring Manager,

I am writing to express my enthusiasm for the Internship Risk Manager position at Acme Corporation, which I discovered through my university's career portal. As a driven and detail-oriented student pursuing a degree in Finance with a concentration in Risk Management, I am excited about the opportunity to contribute to your team and learn from industry leaders. Acme Corporation's commitment to innovative risk solutions resonates with my academic focus and career aspirations.

During my studies, I completed a project analyzing the risk management strategies of various Fortune 500 companies, where I identified key factors leading to successful risk mitigation. This project not only honed my analytical skills but also deepened my understanding of quantitative risk assessment methods. Additionally, I interned at XYZ Financial Services, where I assisted in developing a risk assessment model that reduced potential operational risks by 20%. My experience in utilizing software tools such as R and Excel for data analysis allowed me to present these findings effectively to senior management, showcasing my ability to communicate complex information succinctly.

I am particularly drawn to this internship at Acme Corporation because of its dynamic approach to risk management and the opportunity to work alongside experienced professionals. I am eager to bring my analytical skills, attention to detail, and proactive approach to your team. I look forward to the possibility of discussing how my background, skills, and enthusiasms align with the goals of Acme Corporation. Thank you for considering my application for this exciting opportunity.

Sincerely,

Jordan Smith