

# Jordan Taylor

January 16, 2026

Acme Corporation

RE: Internship Sem Specialist

Dear Hiring Manager,

I am excited to apply for the Internship Sem Specialist position at Acme Corporation, which I discovered on your careers page. With a keen interest in enhancing student experiences and a commitment to fostering professional growth, I am eager to contribute to your team and support Acme's mission of empowering the next generation of talents.

During my time at University X, I successfully organized a series of career workshops that attracted over 200 students, facilitating connections between them and local industry professionals. This initiative not only improved student engagement but also resulted in a 30% increase in internship placements for attendees. Additionally, I led a team project focused on refining the internship application process, where we implemented a peer review system that reduced application errors by 25%, making the process more efficient and user-friendly for our students.

I am particularly drawn to this role at Acme Corporation due to your commitment to innovation in internship programs. I believe my experience in developing student-centered initiatives aligns perfectly with your goals. I am eager to bring my passion for career development and my proven ability to enhance student engagement to your esteemed organization. I would be thrilled to discuss how my background, skills, and enthusiasms fit the Internship Sem Specialist role further. Thank you for considering my application.

Sincerely,

Jordan Taylor