

Jordan Lee Thompson

January 16, 2026

Acme Corporation

RE: Internship Vice President

Dear Hiring Manager,

I am excited to apply for the Internship Vice President position at Acme Corporation, as advertised on your careers page. With a passion for leadership and innovative program development, I am eager to contribute to your team and help guide the next generation of talent. Having researched Acme Corporation's commitment to fostering a dynamic internship program, I am particularly drawn to the opportunity to collaborate with like-minded professionals dedicated to excellence in mentorship and professional growth.

During my recent role as the Student Leadership Council President at my university, I successfully spearheaded a campus-wide initiative that increased student engagement in internship programs by 40%. By forging partnerships with local businesses and organizing career fairs, I not only enhanced the visibility of internship opportunities but also facilitated networking events that empowered students to connect with industry leaders. Additionally, my internship with XYZ Corporation allowed me to develop and implement a feedback program for interns, which improved intern satisfaction ratings by 25% over one semester, demonstrating my ability to assess and enhance program effectiveness.

I am particularly impressed by Acme Corporation's innovative approach to internship development and your dedication to nurturing talent. I am eager to bring my strategic vision, strong organizational skills, and a proven track record of successful program management to your esteemed organization. I would welcome the opportunity to discuss how my background, skills, and enthusiasms align with the goals of Acme Corporation.

Thank you for considering my application. I look forward to the possibility of contributing to your team and helping to shape the future of your internship program.

Sincerely,

Jordan Lee Thompson