

John Doe
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Date: October 1, 2023

Hiring Manager
ABC News Agency
5678 Market Street
Cityville, ST 67890

Dear Hiring Manager,

I am writing to express my interest in the internship position at ABC News Agency, as advertised on your website. As a final year journalism student at (Your University Name), I am eager to apply my knowledge and skills in a professional environment, and I believe that your agency's commitment to impactful journalism aligns perfectly with my career goals.

Throughout my academic career, I have developed a strong foundation in research, reporting, and multimedia production. My previous internship at (Previous Internship Location) allowed me to gain practical experience in news writing, interviewing, and editing, enhancing my ability to deliver compelling stories under tight deadlines. I am particularly drawn to the opportunity at ABC News Agency to work alongside industry professionals and contribute to high-quality journalism.

I have attached my resume for your review. I am available for an interview at your earliest convenience and can be reached at (123) 456-7890 or johndoe@email.com. Thank you for considering my application. I look forward to the possibility of contributing to your team.

Sincerely,
John Doe