

Internship Application for Graduate Accounting Position

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Employer's Name]
[Company's Name]
[Company's Address]
[City, State, Zip Code]

Dear [Employer's Name],

I am writing to express my interest in the Graduate Accounting Internship position at [Company's Name] as advertised on [where you found the job listing]. I am currently pursuing my degree in Accounting at [Your University] and believe that my education and passion for finance make me an ideal candidate for this role.

During my studies, I have gained a solid understanding of accounting principles, financial analysis, and tax regulations. I have also completed coursework in [relevant courses], where I developed skills in [specific skills related to the internship]. Additionally, my experience as a [any relevant job/volunteer experience] has equipped me with practical skills in [mention relevant skills].

I am particularly drawn to [Company's Name] because [briefly explain why you are interested in the company]. I am eager to contribute my skills and learn from your esteemed team of professionals.

Thank you for considering my application. I am looking forward to the opportunity to discuss how I can contribute to your team and further develop my accounting skills through this internship. I am available for an interview at your earliest convenience.

Sincerely,
[Your Name]