

Your Name

Your Address

City, State, ZIP Code

Email Address

Phone Number

Date

Hiring Manager

Company Name

Company Address

City, State, ZIP Code

Dear Hiring Manager,

I am writing to express my interest in the internship position for Business Analysis at [Company Name] as advertised on [Where You Found the Job Posting]. I am currently pursuing a [Your Degree] in [Your Major] at [Your University], and I am eager to apply my skills and knowledge in a real-world setting.

During my coursework, I have gained a solid foundation in telecommunications concepts, data analysis, and project management. My experience with [specific software/tools/technologies] has equipped me with the analytical and problem-solving skills necessary to contribute effectively to your team.

I am particularly drawn to [Company Name] because of [specific reason related to the company/industry]. I believe that my passion for telecommunications and my commitment to delivering high-quality work aligns well with the mission of your organization.

I am excited about the opportunity to work with your team and contribute to innovative solutions in the telecommunications industry. Thank you for considering my application. I look forward to the opportunity to discuss my qualifications further.

Sincerely,

Your Name