

Internship Application

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your 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 Technical Support Internship position at [Company's Name] as advertised on [where you found the internship posting]. I am currently a [Your Year, e.g., sophomore] at [Your University/College] pursuing a degree in [Your Major], and I believe that my skills and passion for technology make me a suitable candidate for this role.

During my studies, I have developed a strong foundation in technical troubleshooting and customer service, which I believe would be beneficial in supporting your team's efforts to provide excellent service to your clients. I have also honed my communication and problem-solving skills through various projects and coursework.

I am particularly drawn to [Company's Name] because of [specific reason related to the company or its projects], and I am eager to learn from your team while contributing my skills. I am confident that this internship will provide me with valuable hands-on experience and further develop my career in technical support.

Thank you for considering my application. I look forward to the opportunity to discuss how I can contribute to [Company's Name] and gain invaluable experience in the process. I have attached my resume for your review, and I hope to hear from you soon.

Sincerely,

[Your Name]