

# Application for Operations Management Internship

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

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

Dear [Employer's Name],

I am writing to apply for the Operations Management internship position at [Company's Name] as advertised on [where you found the internship posting]. I am currently a student at [Your University] pursuing a degree in Operations Management, and I am eager to apply my academic knowledge in a practical setting.

Through my coursework and projects, I have gained a solid foundation in supply chain management, process optimization, and quality control. I am particularly drawn to this internship because of [specific reason related to the company or position], and I believe my skills would be an excellent match for this role.

I am enthusiastic about the opportunity to contribute to your team while gaining invaluable experience in the field. I have attached my resume for your review and would welcome the chance to discuss my application in more detail.

Thank you for considering my application. I look forward to the possibility of contributing to [Company's Name].

Sincerely,

[Your Name]