

Inquiry About Supply Chain Management Internship

Dear [Recipient's Name],

I hope this message finds you well. My name is [Your Name], and I am currently a [Your Year, e.g., junior] at [Your University] majoring in [Your Major]. I am writing to inquire about potential internship opportunities within your supply chain management department for the upcoming [specific term, e.g., summer 2024].

With a strong interest in supply chain optimization and logistics, I believe that an internship at [Company Name] would provide me with invaluable experience and enhance my skills in real-world applications. I am particularly impressed by [mention any specific project or value of the company], and I am eager to contribute to your team.

Could you please let me know if there are any available internship positions, and if so, the application process and deadlines? I am happy to provide any further information or documents needed for your review.

Thank you for your time and consideration. I look forward to your response.

Sincerely,
[Your Name]
[Your Phone Number]
[Your Email Address]