From: Benjamin Suljevic & Adrian Zeitlberger

To: somebody@design.company.com

Date: February 19, 2024

Subject: Application for design engineer intern

Dear Sir or Madam

I am writing regarding your advertisement in Designer and Maker Webzine. I wish to apply for the post of designer engineering intern.

I am a technical- and design-interested student attending the Higher Technical Institute in the IT department.

Not only am I studying in this type of industry, but I also try to expand my knowledge and skills regarding web development and general designing. For instance, I am currently working on a design for my own website. One of my reasons for applying is to gain experience and get to know working live.

Of course, there are good arguments why you should take me for the position. My native language is German, but I have been studying English for several years. Even under pressure I can maintain high standards and therefore I would be particularly suitable for the internship. My personal skills will enable me to work as an effective member of your team. I would say my biggest weakness is that I am sometimes forgetful, but I am trying to improve in that area.

Please contact me if you need any further information. Enclosed please find my resume. I hope you will consider my application. I look forward to hearing from you.

Yours faithfully

Benjamin Suljevic & Adrian Zeitlberger