KPMG L.L.P.

1676 International Dr # 900,

McLean, VA 22102

10/18/2017

To whomever it may concern,

I am a Finance Major at the Robert H. Smith School of Business expecting to graduate in May of 2019. I spoke briefly with a KPMG recruiter, at the Smith Undergraduate career fair on September 15th, about the internship opportunities at KPMG. You did an excellent job of explaining the benefits a career at KPMG provides. I have spoken to a friend of mine and a current employee at KPMG David Burkley, and he expressed his satisfaction with the company. I am interested in applying for the Summer Analyst Internship program because I believe my analytical skills and work ethic would make me a great fit for KPMG.

Being a Smith student has provided me with excellent academical education and experience that will provide useful for this internship. During business classes, we are presented with real-world situations and are tasked with accurately solving projects. My course work has exposed me to business related group work and research participation events to develop useful skills.

I understand that the job requires interns to possess strong analytical skills and dedication. I’ve had over 5 years of previous work experience which has helped me developed a strong work ethic, dedication, communication, and managerial skills. When I spoke to KPMG Associates at the career fair they mentioned how the internship required skills in Excel. I have since taken steps to become quite adept to excel.

Below I have enlisted my resume which further goes into my work experience. I would appreciate the opportunity to meet you in an interview to discuss my qualifications for the Summer Analyst program. I can be reached at 301-832-5630 or by email at [jtfatzinger@gmail.com](mailto:jtfatzinger@gmail.com). Thank you for your time and consideration.

Sincerely,

Joseph Fatzinger