

Dear Hiring Manager,

I am writing to express my interest in the intern role that I am applying. I am currently a second-year student studying Information Technology at Republic Polytechnic.

Although my academic background is in IT, I am eager to transition into the healthcare field, where I can apply my skills and passion for helping others.

My work experience at Jollibee as a part-time employee has equipped me with strong collaborative and communication skills. I effectively communicated with my colleagues and assisted with day-to-day operations, ensuring smooth and efficient service. This experience has taught me the importance of teamwork and adaptability in a fast-paced environment.

In addition to my work experience, my academic journey has honed my technical knowledge and ability to communicate effectively with my peers. I have successfully completed various projects by collaborating with classmates, demonstrating my ability to understand and convey complex information clearly.

Recently, I had the privilege of participating in Singapore's 59th National Day celebrations. As a group leader, I reached out to fellow participants who were struggling with their performance steps, ensuring everyone understood their roles. This experience highlighted my leadership and organizational skills, as well as my commitment to achieving collective success.

I am enthusiastic about the opportunity to contribute to the company that I am going to be assigned to. I am confident that my diverse skill set, combined with my dedication to providing excellent patient care, makes me a strong candidate for this role. I look forward to the possibility of discussing how my background, skills, and enthusiasm can be an asset to your team.

Thank you for considering my application. I hope to hear from you soon to discuss my application further.

Yours faithfully,

Akio Tan