

10, Gukjegeumyung-ro,
Yeongdeungpo-gu,
Seoul, Republic of Korea

Dear Recruitment Committee of Procter & Gamble Korea,

I am writing to respectfully express my interest in the 2025 Summer Internship Program at Procter & Gamble Korea. As a Business Management student at SUNY Korea with a specialization in Operations Management, expected to graduate in May of 2028, it would be a true privilege to bring my passion for human resources, global perspective, and leadership experience into one of the world's most reputable companies in the consumer goods industry.

Having served as the representative of the Business Management department and class president, these roles have equipped me with the ability to collaborate with various people – whether that be coordinators, university administrators, or even fellow students. These roles have enabled me to solve problems analytically, help whenever possible, and lead initiatives hoping that all would make a meaningful, lasting impact on my community.

Not only have I participated actively in leadership roles, but I have also stepped out of my comfort zone to serve as a work-study student as a part of the Admissions team, engaging with prospective students and welcoming parents, guiding campus tours, and addressing a variety of inquiries with confidence and professionalism. Through this experience, I have learned to adapt to new environments quickly, engage confidently with diverse audiences, and communicate effectively with diverse audiences wherever and whenever—skills I believe will be valuable to carry forward into my time at P&G's dynamic environment.

As per my part-time job experiences listed in my resume, I am legally eligible to work in South Korea, hold a valid passport, and am fully available to work from July 1st to August 29th, 2025. As P&G emphasizes in corporate culture and recruitment messaging, when I am selected for this position as an Intern, I am more than excited to take on meaningful responsibilities from "Day 1". I too also believe that this allows me to think once again about the culture of trust, ownership, and immediate contribution to the P&G family.

Thank you very much for taking the time to consider my application. I wholeheartedly would be honored to contribute to Procter & Gamble Korea's continued success while also growing myself through this incredible opportunity. Should you require any further information, please do not hesitate to contact me at 010-3366-0052 or via email at hannah.moon@stonybrook.edu.

Warmest Regards,

Hannah Moon
[linkedin.com/in/hannahkmoon](https://www.linkedin.com/in/hannahkmoon)

2025 P&G Korea Summer Internship - Human Resources

<https://www.pgcareers.com/global/en/job/R000127429/2025-P-G-Korea-Summer-Internship-Human-Resources>

What are they looking for in applicants?

- Demonstrate leadership qualities
- Ambitious spirit
- Genuine passion for achieving results
- Expected graduation within 3 years
- July 1st - August 29th
- Have valid passport and able to fly out abroad
- Are born leaders and are passionate to make things happen
- Like to bring creativity & innovation to their work
- Have strong analytical thinking and skills
- Collaborate well with diverse groups of people
- Are legally eligible to work in Korea

Procter & Gamble (P&G) Korea:

- **Establishment:** Entered the Korean market in 1989 through a joint venture with Seotong Co., Ltd.
- **Headquarters:** Located in Seoul, South Korea. Yeouido – IFC Building
- **Workforce:** Employs over 200 individuals.
- **Products:** Manages globally recognized brands such as Gillette, Downy, Febreze, SK-II, Pantene, Pampers, Head & Shoulders, and Braun.