Navdeep Handa

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Dear Hiring Manager,

I am writing this letter because I am seeking an internship for the summer of 2018 at BNY Mellon through the Technology Summer Analyst Program. As a highly motivated individual with a passion for learning and a desire to apply it in a business context, I believe I am a great match for the position.

The business world is an exciting environment, and as a sophomore Computer Engineering student at the University of Pittsburgh, I very much am interested in learning about the context that it provides for the skills I am acquiring in my degree program. Through the Technology Summer Analyst Program specifically, I would love to apply the skills and knowledge I have gathered through my work experience, schooling and extracurricular pursuits to solve interesting, challenging problems that are relevant to business and finance. Last summer, I interned in SEI Corporation’s Institutional Solutions Technology department. In my work there, I \_\_\_\_\_\_\_\_\_\_\_. Additionally, I participate in an organization on my campus that consults for nonprofit organizations, analyzing the operations of these nonprofits and providing solutions that cut costs or increase efficiency. These two experiences strongly drew me toward BNY’s summer program. I know BNY Mellon to be a company that does interesting work, and I would be thrilled to develop and apply my skills here.

In addition to my interest for the position, I feel I have the skills required to succeed in it. During high school, I was the chief co-editor of my school newspaper, and I learned how to manage and work within a team regularly produce a deliverable (the paper) every month; in addition to these skills, I learned how to resolve both minor hiccups and substantial challenges and be adaptable.

What I hope to gain out of BNY Mellon’s program is a deeper understanding of the workplace and of business principles, particularly as applied to technology. Thank you for your consideration, and I look forward to discussing the position and my qualifications with you.

Sincerely,

Navdeep Handa