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| **Rachel Ooi**  [Rkooi@unc.edu](mailto:Rkooi@unc.edu)  6155845926 | 1599 Rebecca Ave.  Nashville, Tennessee  United States |

To Whom It May Concern:

I am an rising sophomore at the University of North Carolina at Chapel Hill, and this cover letter is regarding my application for the Morgan Stanley Internship. I believe my previous experiences, as shown on my resume, makes me qualified to achieve the high expectations necessary. Having experience in several leadership roles, which highly involved research and analytical skills, I believe that I would bring a high level of organization and effectiveness as an Intern.

As a Southeast Youth Engagement Lead, I delved into understanding youth recruitment and retention for both high school and college students. In order to do so, I hosted a regional seminar composing of clubs in the region to network and learn from each other. By doing so, we were able to start three new clubs at Lipscomb University, Belmont University, and Ravenwood High School. Within my own UNICEF Club that I founded and led, we have raised a membership of 60 highly motivated members and host several fundraisers and events. For example, we held the Trick-or-Treat for UNICEF campaign, where we were not only able to raise over $750 in a single night  but also bring awareness about the needs and rights of children globally to the Nashville community. .

In addition to my involvement with UNICEF USA, I had the privilege of further expanding my portfolio through engaging in various research opportunities. For example, as a Summer Intern at Bass, Berry & Sims PLC, a law firm, I learned from various attorneys about their specialties and the inner workings of the law firm itself from Human Resources. For one such attorney who was working on a pro bono case, I analyzed the data on the occurrence of botched executions involving a drug, Midazolam. The drug is classified merely a sedative and not an anaesthetic, causing debate over whether it constitutes as “cruel punishment”.  Both Bass, Berry & Sims and other opportunities have provided me with an elevated understanding of how to efficiently research. I believe my involvement in the greater community coupled with my internship experiences are key skills that can be easily transferred to this position.

As an Intern, not only do I hope to further my understanding of business analysis and gain new skills, I also wish to grow as a person and gain better communication skills, better organizational skills, and better leadership skills.

Thank you for your consideration of my application. If you have any questions or concerns, feel free to contact me at rachelkoto@gmail.com or at (615)584-5926.

Sincerely,

Rachel Ooi