Dear Hiring Manager at Paradyme Management:

My name is Nicholas Erbe; I am beginning my senior year at the University of Maryland, College Park this fall in the philosophy program. I am looking for a fall internship and the ad you posted looks like it might suit me and my abilities well. My program helps develop very advanced analytic reasoning and critical thinking skills, as well as giving extensive practice in communicating ideas clearly in as simple language as possible. Philosophy also requires large amounts of research using primary sources which are not always the best written or most easily explained.

My most recent work experience was with a very small nonprofit that is still in it’s grassroots stage called the National Center for Citizen Safety. One of my primary responsibilities was conducting research in order to clarify our message and develop action plans that will be the most effective. At the same time I was part of a team working to organize and coordinate our end of summer event as well as spread the word to the community.

My work experience has been pretty diverse and I pride myself on my ability to learn from things on a daily basis and then incorporate them into other work and projects. I look forward to learning more about your company and learning where I might fit in.

Regards,

Nicholas Erbe