

Formal professional cover letter for accounting internship

Dear Hiring Manager,

I am writing to express my interest in the Accounting Internship position at [Company Name]. As a [Year] student pursuing a degree in Accounting at [University Name], I have developed a strong foundation in financial reporting, bookkeeping, and analytical skills that I am eager to apply in a professional setting.

During my coursework, I have gained experience in [Specific Skills, e.g., Excel, QuickBooks, Financial Analysis], and I have completed projects that involved preparing balance sheets, reconciling accounts, and assisting in budget planning. I am confident that my attention to detail, strong organizational skills, and dedication to continuous learning make me a suitable candidate for this internship.

I would welcome the opportunity to contribute to [Company Name]'s accounting team and gain practical experience. Thank you for considering my application. I look forward to the possibility of discussing my qualifications further.

Sincerely,

[Your Name]

[Contact Information]

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