

Quick Application for Immediate Opportunity

Subject: Urgent - Available for Immediate Internship Start

Dear [Hiring Manager],

I hope this message finds you well. I recently learned about an immediate opening for an intern position at [Company Name] and wanted to reach out right away to express my strong interest.

While my timing might seem last-minute, my qualifications are well-prepared. I'm a [year] student at [University] with experience in [relevant areas] and complete availability starting [date]. My schedule just opened up due to [brief explanation - course completion, other internship ending, etc.], creating a perfect opportunity for me to contribute to your team.

I understand the urgency of filling this position and am prepared to begin immediately. I can provide references, transcripts, and any required documentation within 24 hours. My adaptability and quick learning ability have always been my strengths in similar situations.

I'm available for a phone interview at your earliest convenience today or tomorrow. Thank you for considering my application despite the short notice.

Best regards,

[Your Name]

[Phone Number - Available All Day]

[Email Address]

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