

Career Change Internship Letter

Subject: Letter of Intent - Career Transition Internship Opportunity

Dear [Hiring Manager's Name],

I am writing to express my genuine interest in pursuing an internship with [Company Name] as I transition into the [new field/industry] sector. While my professional background has been in [previous field], I am committed to redirecting my career path toward [new field], and I believe an internship with your organization would provide the essential foundation for this transition.

Over the past [timeframe], I have been actively preparing for this career change through [coursework, certifications, self-study, workshops, volunteer work]. My previous experience in [old field] has equipped me with valuable transferable skills including [list relevant skills: project management, communication, problem-solving, etc.]. I am confident these competencies, combined with my fresh perspective and mature work ethic, will allow me to contribute meaningfully to your team.

What attracts me most to [Company Name] is [specific reasons]. I have thoroughly researched your organization's mission, recent projects, and company culture, and I am inspired by [specific aspect]. I am particularly interested in learning about [specific areas or departments] and contributing to [specific goals or projects].

I understand that career changers bring a unique value proposition. My years of professional experience have taught me how to learn quickly, adapt to new environments, manage time effectively, and work collaboratively. I am not just seeking to gain skills but to bring dedication, maturity, and a proven track record of professional achievement to this internship role.

I am available for [full-time/part-time] commitment starting [date] and am flexible with the duration based on your program structure. I would be grateful for the opportunity to discuss how my background and enthusiasm can benefit your team.

Thank you for considering my application during this pivotal moment in my career journey.

Warm regards,

[Your Name]

[Contact Information]

Get more templates here:

<https://www.lettersandtemplates.com/letters/letter-of-intent-and-interest-for-internship>