

TERRY TEMPLETON
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Philadelphia, Pennsylvania 19121
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September 1, 2008

Ms. Mary Lou Nelson
Manager of Human Resources
Continental Industries, Inc.
2900 Rosemont Blvd.
Rosemont, IL 60018

Dear Ms. Nelson:

I am writing to apply for the Student Training Internship that was advertised on the OwlNetwork this week. Based on my understanding of the position, I feel that my education, experience, and career interests would be an excellent match for your organization.

My academic program in psychology has given me a strong understanding of human behavior. I have also taken courses in organizational training and development. Additionally, in my experience as a resident assistant, I transformed programming for the largest and most diverse residence hall on Temple University's campus and increased overall attendance by fifteen percent.

As you will see from my enclosed resume, my background matches your requirements well. I am genuinely interested in the position and in working for Continental Industries, Inc. Your firm has an excellent reputation and comes highly recommended to me. Please consider my request for a personal interview to further discuss my qualifications. I will contact you next week to arrange a meeting. In the meantime, please feel free to contact me at (215) 555-5555 or ttempleton@temple.edu.

Thank you for your consideration. I look forward to hearing from you soon.

Sincerely,

Terry Templeton

Terry Templeton

Encl.