

ANJA MUSTERMANN

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Nancy Stewart
Siemens International Internship Program
Siemens Corporation
Citicorp Center
153 East 53rd Street
New York, NY 10022-4611
USA

Dear Ms. Stewart:

With high-level internship experience at the Siemens Corporate Headquarters in Munich and an interdisciplinary Bachelor's Degree in Business & Information Systems, I am confident of the skill and vision I can bring to your International Internship Program for ICT specialists.

While interning with the Head of Siemens Corporate Technology, Dr. Claus Hofmann, I developed a unique understanding of **business strategy**, **technological innovation** and **R&D organization**. My proudest achievements at Siemens include contributing to the creation of the groundbreaking "Pictures of the Future" methodology for strategic planning, as well as supporting the Technology-to-Business Center at the world's largest ICT congress, CeBIT.

In addition to my accomplishments at Siemens, my background also includes:

- Expertise in Enterprise Resource Planning, in particular SAP and Oracle solutions.
- Starting up a student-run Management Consulting company at the Stuttgart University of Applied Sciences.
- High-caliber analysis of technology lifecycles and the market potential of ICT innovations.
- Strong command of spoken and written English, excellent communication skills and a global perspective.

You will find further, award-winning skills detailed in the enclosed resume. In order to discuss my ability to contribute positively to your team, I will be contacting your office within the next week.

Please feel free to contact me to clarify any issues or to set an interview. Thank you for your attention.

Sincerely,

Anja Mustermann

Enclosure

Note: This cover letter example was composed by one of Jobtalk's Consultants. It is intended for personal informational purposes only. Don't expect us to give away our best work for free, however. That would be unfair to our paying customers.