

Dear Mr./Ms. LastName,

I would like to express my interest in an entry-level analyst position with Company. Throughout my job search and conversations with investment advisors I have come to respect the professionalism that characterizes your firm and its employees. I am confident that the Company team's values and objectives would highly complement my own strengths and enthusiasm. I would like to be considered for your Investment Banking Analyst Program, or a similar position that requires refined analytical and communication skills.

I was impressed to learn of Company's recent acquisition of Hambrecht Group, a tactic which I see as indicative of Company's commitment to achieving growth and success in the future. Innovative and exciting approaches such as this, coupled with Company's highly regarded Analyst Program, convinced me that Company is the ideal environment to begin my business career.

Evidence of my leadership and analytical skills can be seen in my responsibilities as analyst intern at Company, and my commitment to my academics. My educational background in government and business, combined with my internship experiences, has been excellent preparation for a career with Company.

Please review the enclosed resume and references and consider my application for your Investment Banking Analyst program. I would appreciate the opportunity to come to New York to meet with you and explore the company environment, as well as possible job opportunities at Company. I will call your office next week to discuss these possibilities. I look forward to exchanging ideas with you concerning a career at Company and the positive contributions I would offer as a member of your organization.

Thank you for your consideration.

Sincerely,