

2301 Vanderbilt Place
VU Station B #XXXX
Nashville, TN 37235

September 15, 2015

Mrs. Q. Employer
J.P. Morgan
60 Wall Street
New York City, NY 10260

Dear Mrs. Q. Employer,

Please accept my attached resume for consideration for your Asset Management Analyst position. My interest in J.P. Morgan has grown after attending two of your information sessions (the most recent this fall) on the Vanderbilt Campus and getting to speak with Joe Dore, an Associate in J.P. Morgan's Atlanta office. I am impressed with the firm's emphasis on building and training a strong team of world citizens and am glad to see how this fits with my own values. The Asset Management division's recent creation of podcasts that aim to help businesses navigate the current financial difficulties is a great way for banks to provide support and educate their clients, and this is the type of project which I would be glad to play a part.

My interest in finance developed during my internship last summer with SunTrust Robinson Humphrey's Corporate and Investment Banking Group. At SunTrust, I increased my knowledge of various securities by using different investment databases, including Bloomberg, to prepare pitch books used by the Vice President with 11 separate clients. Due to my success with this, I was part of a client meeting regarding a potential deal of \$5 million. This experience has given me a desire to spend more time working with individuals and businesses regarding their investments. My coursework at Vanderbilt in Managerial Studies and Human & Organizational Development has prepared me for working in a results-oriented, team-centered environment like J.P. Morgan.

I look forward to the opportunity to speak with you further about your Asset Management Summer Analyst position. In addition to applying here, I have also applied at your company website (xx@jpmorgan.com), but if you have any other information that would be of help to you as you review my candidacy, please contact me at 609-555-5555 or at jane.intern@vanderbilt.edu. Thank you for your time and consideration.

Sincerely,

Jane Q. Intern

Attachment: Resume