**Nhan Nguyen**

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John L. Donnelly

Head of Human Resource

JP Morgan Chase

270 Park Avenue, 38th Floor

New York, NY 10017

Dear Mr. Donnelly

This letter and the attached resume serve as my application for the Application Development Internship Position at JP Morgan Chase. After reading through the requirements required for the position, I believe that my skills and experience will be a perfect fit for the position. As well as speaking to a current Chase employee in the field of software development, he has shown me that this is the best position for me.

I will be finishing up a double majored degree in Management Information System, as well as Accounting in June 2017. Through the course of my collegiate career, I’ve accumulated a set of skills, such as MS suite, Java, and Matlab. I’ve also developed strong leadership skills through group work, as well as a sense of accountability. Time Management is also another strong suit from being a full time student as well as working as a pharmacy technician part time. My numerous experiences in both school and work support my qualifications for the position. On top of my academic education, I’m also fluent in Vietnamese, as well as English. I was highly involved in Science Olympiad in High School, as well as my humanitarian volunteering work. My interest of computers was rooted from building my own computer at the young of eleven. My thirst for knowledge and my ability to quickly pick things up will prove to you that there is no better candidate.

I would appreciate it if I could further discuss with you about my qualification for the internship position. I will follow up in one week to see if there is any additional information that you would like me to provide or simply answer any further questions you may have for me. I am excited to be able to show you what I can do and pursue my interest of the field with JP Morgan. I want to thank you for your time, consideration and I look forward to hearing from you soon.

Sincerely,

**Nhan Nguyen**

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