

Joy Ball

☎ (414) 555-1234

✉ joy.ball@example.com

🌐 <https://linkedin.com/in/joyball>

📍 123 Finance Ave, Milwaukee, WI 53202

JUNE 11, 2026

Hiring Manager
Future Finance Solutions
Madison, WI

Dear Hiring Manager,

Thrilled by the prospect of applying for the Accounting Intern role at Future Finance Solutions, I find this opportunity aligns splendidly with my burgeoning skills and aspirations, especially regarding financial analysis and dynamic team-driven environments.

In my tenure at Clearview Financial Services, I engaged extensively with journal entries, financial reconciliations, and monthly reports, all while ensuring precision and compliance with accounting standards, underscoring my commitment to impactful results in finance.

During my recent internship at Greenwood Accounting Firm, I not only supported senior accountants but also actively participated in vendor reviews, providing integral documentation for audits—a memorable experience that deepened my appreciation for the financial sector.

Struggling at times with the intricacies of accounting standards, I nevertheless persisted, cultivating my problem-solving aptitude and communication abilities, ultimately fostering solid collaborations with colleagues.

I resonate strongly with your mission to build robust financial practices, am eager to contribute, and genuinely believe my experience uniquely positions me to help achieve the organization's ambitious goals.

Thank you for considering my application.

Sincerely,

Joy Ball

Joy Ball