

# Xiao Willis

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Hiring Manager  
Creative Solutions Inc.  
Cleveland, OH

Dear Hiring Manager,

I am excited to apply for the Capital Markets Investment Analyst Intern role at Creative Solutions Inc. This opportunity matches perfectly with my ongoing journey in commercial real estate, fueled by my passion for innovation and my analytical mindset.

Creative Solutions, known for its pioneering strategies, truly inspires me. This internship not only provides valuable experience, but it also perfectly aligns with my skills in data management and marketing support. As an intern, collaborating closely with the Director of National Capital Markets sounds incredibly rewarding.

My background includes a significant role at Innovative Realty Group, where I conducted thorough financial analyses and developed marketing materials to enhance outreach. Working in tandem with brokers on market trends taught me adaptability and strengthened my problem-solving skills.

During my tenure at Bright Future Investments, I engaged in direct outreach campaigns, which fostered relationships with potential investors. I felt overwhelmed initially but learned to thrive under pressure, creating impactful promotional content that resonated with our audience.

I am enthusiastic about this internship, as it presents a chance to bolster my skill set while contributing meaningfully to Creative Solutions. I believe my proactive approach and attention to detail will make a positive impact.

Thank you for considering my application.

Sincerely,

*Xiao Willis*

**Xiao Willis**