

Alessandra Bennett

☎ (518) 555-1234 ✉ alessandra.bennett@email.com 🔗 linkedin.com/in/alessandra-bennett 📍 Albany, NY 12203

AUGUST 13, 2026

Hiring Manager
GreenTech Solutions
Bayside, NY

Dear Hiring Manager,

I am excited to apply for the Entry-Level Geologist position at GreenTech Solutions. This role fits seamlessly with my bachelor's degree in Environmental Science and my strong desire to contribute positively to environmental initiatives. I believe that every action we take matters.

Being part of the GreenTech Solutions team means engaging in vibrant projects and ambitious goals while navigating the challenges of our environment. Through my experience as an Environmental Research Assistant, I learned how to effectively analyze environmental data, which is essential in preparing impactful reports and presentations. I have also worked in diverse weather and field conditions during my projects.

From leading my capstone team on an Environmental Impact Assessment, I gained first-hand experience in assessing construction proposals, recommending sustainable practices, and presenting to various audiences. I am proud of my ability to communicate ideas clearly while embracing collaboration with others.

I truly believe that my experience aligns perfectly with the standards at GreenTech Solutions. I am eager to apply my skills in field sampling and data analysis to contribute to projects that make real differences. While I have faced challenges in the vast world of environmental work, I have always found ways to learn and grow from them.

Ultimately, I cannot wait to join a team devoted to making lasting environmental impacts. Thank you for considering my application.

Best regards

Alessandra Benn

Alessandra Bennett