

Catherine Norman

📞 (312) 555-0123

✉ catherine.norman@example.com

🌐 [linkedin.com/in/catherine-norman](https://www.linkedin.com/in/catherine-norman)

📍 Chicago, IL 60614

AUGUST 15, 2026

Hiring Manager
Ruekert & Mielke, Inc.
Waukesha, WI

Dear Hiring Manager,

I am eager to express my interest in the Environmental Services Internship at Ruekert & Mielke, Inc. This opportunity echoes my ambition and skills poised to innovate, educate, and contribute to thriving ecosystems in varied contexts while exploring my passion for environmental science.

As an Environmental Science student, I thrive in diverse settings, whether collaborating with peers on intricate projects or working independently on pressing issues. While participating in a capstone team project, we scrutinized urban runoff impacts, collecting data to propose viable solutions that resonated with local environmental agencies.

Through hands-on experiences, I cultivated vital abilities in field data collection and analysis which translate into actionable insights. My dedication to community improvement through research is reinforced by numerous encounters with stakeholders, conveying critical findings and engaging them meaningfully.

Throughout my role as an Environmental Research Assistant, I enjoyed rigorous outdoor work. I became adept at utilizing GIS tools to create essential maps while performing environmental assessments, ensuring regulatory compliance across various initiatives. Personally, tackling challenges such as gathering data from historical resources sharpened my analytical skills.

I connect seamlessly with project managers and team members, driven by effective communication and collaboration. Each project provides a valuable learning journey, making me more prepared for the next. I welcome the chance to contribute wholeheartedly to your esteemed organization.

Thank you for considering my application.

Sincerely,

Catherine Norman

Catherine Norman