

Charlie Burnett

☎ (410) 555-1234 ✉ charlie.burnett@example.com 💻 <https://linkedin.com/in/charlieburnett> 📍 Baltimore, MD 21201

AUGUST 16, 2026

Hiring Manager
Innovative BioSolutions
Aberdeen, MD

Dear Hiring Manager,

Innovative BioSolutions inspires me. Your commitment to enhancing health through groundbreaking research is nothing short of revolutionary. During my academic journey, I have developed skills in RNA extraction and real-time PCR that resonate with your mission of advancing public health initiatives.

Throughout my time in the University Research Lab, I engaged in RNA extractions and PCR techniques. These experiences underscored the importance of precision. Streamlining lab efficiency improved our experience. Working responsibly nurtured my skills in data management and logistics.

Yet, my journey has not been without trepidation. Juggling multiple lab protocols sometimes felt overwhelming. However, these challenges only served to strengthen my resolve. I collaborated diligently to boost team performance through shared goals, evidenced by my role in improving operational standards.

My commitment exceeds mere academic excellence. The Dean's List recognition at Johns Hopkins University exemplifies my drive. I aim not just to meet expectations, but to exceed them. Engaging in public health outreach further illustrates my passion for community well-being.

I am eager to contribute energetically to Innovative BioSolutions. My adaptability and meticulous attention to detail will ensure that I excel in this internship. I envision myself tackling the responsibilities outlined in the position and blossoming within your creative, supportive environment.

Thank you for considering my application.

Sincerely,

Charlie Burnett

Charlie Burnett