

Luka Berg

Staff Accountant Intern

☎ (404) 555-0123 ✉ luka.berg@example.com
🌐 linkedin.com/in/lukaberg 📍 1234 Elm Street, Atlanta, GA 30301

JULY 27, 2026

Hiring Manager
Novogradac
Fulton County, GA

Dear Hiring Manager,

I am thrilled to apply for the Staff Accountant Intern position at Novogradac, as this opportunity aligns seamlessly with my educational pursuits and burgeoning interests in accounting practices.

At Georgia State University, I have immersed myself in accounting's intricacies, preparing diligently for this role through various academic projects and practical experiences that honed my skills.

During my internship as an Accounting Intern, I collaborated on tax preparations while analyzing financial statements and crafting necessary documents for submission, ensuring compliance and excellence throughout.

Additionally, I played an integral part in conducting simulated audits, where I identified discrepancies and suggested improvements while cultivating relationships through effective communication.

This preparatory journey hasn't been without its challenges; receiving feedback has compelled me to refine my approach and strive for the highest quality in my work.

I am eager to bring my insights to Novogradac, where I hope to learn from your exemplary team while contributing positively to client assignments and teamwork.

Thank you for considering my application.

Sincerely,

Luka Berg

Luka Berg