**Jenny Austin**  
**Business Analyst Intern**

123 Your Street, Your City, ST 12345, (123) 456-7890, email@maxresumes.com

horizontal line

4th September 20XX[Hiring Manager]

123 Address St

Anytown, ST 12345

Dear [Hiring Manager],

I am writing to express my interest in the Business Analyst Intern position at [Company Name]. As a current student at [College/University], I believe my extensive experience in business analytics and my eagerness to learn will make me an excellent addition to your team.

I have been studying business analytics for the past three years, and recently completed my certification in the field. My studies have given me a strong foundation of knowledge in the industry, as well as a deep understanding of the role of a business analyst. I have a passion for analyzing data and creating solutions that make a positive difference for companies and their customers.

I have had the opportunity to intern with a local technology company as a business analyst, which has allowed me to gain valuable experience. During my internship, I worked on researching and analyzing customer data to uncover trends and opportunities that generated sales and profits. I also used my research and developed models to determine customer needs and areas of opportunity.

I am confident that I would be a valuable asset to your team in the role of a business analyst intern. I am eager to use my skills and experience to help solve complex business problems and help your team to reach its goals. I am available to discuss my qualifications in further detail at your convenience.

Thank you for your consideration.

Sincerely,

**Your Name**

horizontal line