

# Audit Intern Cover Letter

521 Leuschke Mill Francinaland, RI 87311-2944

**Dear Royal Volkman,**

I submit this application to express my sincere interest in the audit intern position.

In the previous role, I was responsible for customer support for account administration and access to cloud based applications such as Office 365, WebEx, and OKTA.

Please consider my qualifications and experience:

- Enrolled in a full time undergraduate or graduate program majoring in business, accounting, finance, internal audit, or related field of study
- Be extremely focused and driven on learning and growth
- Comfort with communicating with internal partners at all levels and external audience
- Good technical accounting and strong Excel skills (Pivot Tables, Vlookup)
- Graduating with Masters in Accounting
- Proficient in Microsoft Office Suite of Applications (e.g., Excel, Word, Access, PowerPoint)
- Proficient in Microsoft Word and Excel preferred
- Previous relevant internship experience is preferred

**Thank you for taking your time to review my application.**

Sincerely,

Dallas Bednar