**Stephanie Bowen**  
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September 23, 2019

Leslie Borden  
Manager  
Little Labs  
1 Big town  
Dublin

Dear Mrs. Borden,

I am writing to apply for the summer internship position as an assistant lab technician at Little Labs. I believe my academic qualifications and research make me the ideal candidate. I am aware that your company is a national leader when it comes to the detailed analysis of the soil and water purity in areas near major industrial plants.

The majority of my research experience has come in the fields of biology and chemistry, with much of my work completed in environmental field studies. At present, I am conducting an experiment to ascertain the purity of the water in a river near an industrial plant with the permission of the local council.

Last year, I completed an internship at Adamstown’s Local Park, where I surveyed the soil to determine the level of contamination caused by the town’s power plant. The head of the local laboratory, Peter Jones, commended me on the quality and detailed nature of the research, which showed a 24% increase in toxins during the last five years.

I believe this internship is the perfect opportunity to further my experience in environmental research, and my knowledge, dedication, and attention to detail make me the ideal candidate for Little Lab’s internship position. I will get in touch next Tuesday if you confirm that my education and experience make me a good match.

Looking forward to hearing from you.

Regards,

Stephanie Bowen