**INVESTMENT BANKING COVER LETTER SAMPLE**

Dear Blythe,

As the recent acquirer of an MBA from the Columbia Business School, I was excited to see the junior investment analyst opening. My previous JP Morgan internship experience has honed my accounting, risk, international markets, financial statement analysis, and financial modeling skills, and I know I have the knowledge required to take Goldman Sachs to the next level.

During my JP Morgan internship, I further developed the investment strategy and finance skills I learned in my MBA program. My experience researching for foreign direct investment and up-and-coming tech companies make me an excellent prospect.

At JPM, I’ve had several proud achievements:

* Instrumental in research and analysis for a $5B software firm acquisition.
* Supported IPO initialization for 10+ startups onto NYSE and Nasdaq.
* Researched and captured data for 35 companies, successfully obtaining investment for 32 of them.

As my wins clearly demonstrate, I am very capable with the workings for investment banking, whether it’s for foreign investment or finding funds for domestic startup capital. If given the chance to join Goldman Sachs, I would bring that same passion for success.

I would welcome the opportunity to discuss your investment plans for the coming year and show you how my wins at JP Morgan can easily translate to the same at Goldman Sachs.

Sincerely,