

Negative Sample Cover Letter for History Internship

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Hi Emily,

I was delighted to learn about the Photography Collection Internship that you advertised on your website! I am graduating in May with a degree in History from the University of Wisconsin-Madison, and I am hoping to find a position that will grow my experience and help me learn more about history. I visited Colorado on my spring break last year and really loved it, so I know am the candidate you have been searching for!

My academic work has given me a solid and rich intellectual foundation on which the History Colorado Center can build with what I will learn in this position. In my History of the American West to 1850 course, I learned a ton about how the U.S. expanded into territories that included what is now Colorado. In another course, I wrote a paper on the history of the Hoover Dam and its effects on the Colorado River ecosystem. I look forward to learning more about the state through photographs in your collection.

During the summers I work at the Brat Stand, a small on-campus restaurant, where I provide excellent customer service to the vibrant and diverse campus community. I excel at putting customers at ease by engaging them in small talk while they decide what to order; many customers have praised my superior service manner by telling me I am chatty. In addition, I have developed important leadership skills in this position; I am especially good at pointing out mistakes that other students make, which is important because I am committed to keeping the stand running smoothly. I have a solid knowledge of food-service procedures because my brother managed a McDonald's, so I am not afraid to speak up when I see a better way to do things. I know that I can bring the same attentiveness to detail and willingness to speak up to collections management at the Colorado History Center too.

The conglomeration of my schoolwork and my job experience along with the wide variety of extracurricular activities in which I participate every semester make me a solid candidate for a position at your museum. I am sure you'll agree after reading my résumé! I will call next week to set up a meeting with you or your associates to discuss the ways I can help improve the ways the History Colorado Center researches and rehouses its photographs.

Thanks,

Crank E. Mann