

To Whom It May Concern,

I am applying for an internship at your hotel in New York City, NY. The position seems to fit well with my qualifications as well as my career interests.

I recently received a Bachelor's Degree in Hospitality Management at the University of Berlin, Germany. I am currently completing a Master's Degree in Hospitality Management with a specialization in Tourism.

Since 2001, I have had a diverse range of hospitality experiences including working as a hostess, administrative assistant, international student training camp guide and hotel receptionist. Throughout my studies and work experience, I have constantly showed an ability to work under pressure, to deal with several tasks and to handle great amounts of new information at a time. Moreover, I passionately study foreign languages, English in particular. I am also fluent in French and I have basic knowledge of Italian, which I have studied for a few years.

I am multi-experienced, strongly motivated and enthusiastic student. I am always eager to use the opportunity to enhance the acquired knowledge of the subjects studied at university.

I am confident that I would make a positive addition to your hotel. Thank you for your consideration in advance.

Sincerely,

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