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██████████ Private Road ██████████
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October 25, 2017

██████████
6060 FFA Dr.
P.O. Box 68960
Indianapolis, IN 46268-0960

Dear Mr. ██████████:

I am writing in regard to the internship at the ██████████ Quail Research Ranch in ██████████, ██████████. I heard about the position through the advertisement appearing in the ██████████ *Tribune* on Friday, October 6, 2017. After researching the position further via your website and Facebook page, I am highly interested in this position. I have an incredible passion for wildlife conservation and feel my previous experience coupled with my positive attitude and work ethic make me a highly qualified candidate.

Working as an intern in the field of wildlife biology has been a goal of mine for some time. Throughout my high school career, I have been privileged to be a part of the ██████████ FFA Chapter, which in turn allowed me to compete in the Wildlife Career Development Event. This event increased my knowledge in wildlife biology, plant identification, and habitat evaluation considerably. As seen in my resume, I conducted several wildlife-based research projects, thus meeting the requirements for previous experience in research. My knowledge of basic wildlife biology as well as my willingness to work hard and put in the long hours necessary to complete each task assigned will enable me to be a valuable intern for your program. The leadership and teamwork experience I gained through the FFA and ██████████ Brigades will allow me to work well with fellow interns and employees on the ranch. Additionally, the communication skills I have acquired will enable me to complete the necessary speaking obligations of the internship. I know that I am well qualified for this position and will fulfill my duties as an intern admirably.

I understand that your time is valuable and thank you for your consideration of my letter and resume. I welcome the opportunity to further discuss my qualifications, and I am available at your convenience for an interview. If I can clarify or answer any questions, please feel free to contact me at ██████████ or at ██████████@gmail.com. I look forward to speaking with you soon.

Sincerely,

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