Dear Ms. Doe:

It came to my attention from the Minneapolis College of Art and Design (MCAD) Career Development department that Main St. Media has an available summer internship opportunity. Currently, I am a filmmaking major with extensive skills in video camera operation, film editing, and lighting support, and I am eager to utilize these skills alongside seasoned professionals in the field.

My focus in filmmaking at MCAD has been in documentary videography and storytelling. Recently, I completed a 20-minute feature on a local artist, which won first place at the Fun Film Festival. I have also further developed my technical capabilities in the area of video editing during a collaborative project in my Film Studies course. In my role as a team member, I was responsible for utilizing Adobe Premiere and After Effects to complete both the rough and final cuts of the footage shot by my teammates while adhering to tight deadlines. Furthermore, I participated in the creation of the original storyboard for the shoot.

My specialized training in filmmaking and my experience working effectively in a team has provided me with the tools I need to make a real contribution to Main St. Media. I would appreciate the opportunity to further discuss your available internship position and my qualifications. Thank you very much for your time and consideration.

Sincerely,

Mary Smith