Example #4

Dear Justine Baker,

After reviewing your profile on the University of Rochester’s LinkedIn Alumni Group, I was motivated to contact you. I would appreciate a few minutes of your time to discuss your career trajectory and to seek your advice as part of my efforts to break into marketing and brand management roles after graduation.

Upon review of my attached resume, you’ll notice I have been interning at KLM Marketing Firm and supporting diverse clients’ marketing campaigns through creating copy, examining social media analytics, researching consumer trends and competitor insights, and managing social media platforms.

As I will be applying for full-time positions this spring, I was wondering if you would have 20 minutes to speak with me at your convenience. I look forward to your reply. Thank you for your time!

All the best,

Rochester Student