June Grad

689 Martin Way · Pasadena, CA 90056 · 626-555-7648 · jgrad@pomona.edu

Current Date

Mr. Leon Sexton Accenture 111 Green Street, Suite 534 Los Angeles, CA 94105

Dear Mr. Sexton:

It was a pleasure meeting with you yesterday to discuss my interest in working in Strategic Services at Accenture. I appreciate hearing about your experiences and your enthusiasm for the work you currently do.

Our conversation confirmed my belief that Accenture would be a good fit for me. I believe that I would be a valuable asset to the firm because of my capacity to probe into complex problems, formulate creative solutions that are appropriately aligned with business strategy, and implement these solutions with clients. I have already performed many of these functions successfully as an intern for Bain & Co., and I would be excited by the opportunity to apply and broaden my skills at Accenture.

Thank you for your time and consideration. I look forward to hearing from you soon. If you have any questions or would like additional information, please do not hesitate to call me at (626) 532-7648.

Sincerely,

June Grad

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