

[Your Full Name]
[Phone Number]
[Email Address]
[LinkedIn Profile URL]
[City, State, Zip Code]

[Date]

[Hiring Manager Name]
[Title, e.g., Head of Financial Planning & Analysis]
[Bank/Financial Institution Name]
[Company Address]

Dear [Hiring Manager Name],

I am writing to express my strong interest in the [Job Title, e.g., Junior Financial Analyst] position at [Bank Name], as advertised on [Where you saw the posting]. As a recent [Degree Name] graduate with a focus on [Major, e.g., Finance/Economics], I am eager to apply my analytical skills and knowledge of capital markets to the esteemed team at [Bank Name].

During my academic tenure and [mention Internship/Project], I developed a robust foundation in financial modeling, valuation techniques, and quantitative analysis. I am proficient in [mention tools, e.g., Advanced Excel, SQL, Bloomberg Terminal, or Python]. Specifically, I have experience in:

- Analyzing complex datasets to identify market trends and investment opportunities.
- Assisting in the preparation of [mention specific report type, e.g., quarterly earnings summaries or risk assessment models].
- Collaborating with cross-functional teams to streamline [mention a process].

I am particularly drawn to [Bank Name] because of your reputation for [mention a specific achievement, company value, or market position]. I am confident that my attention to detail, commitment to ethical financial practices, and ability to thrive in fast-paced environments make me an ideal candidate for your entry-level analyst program.

Thank you for your time and for considering my application. I look forward to the possibility of discussing how my skills can contribute to the continued success of [Bank Name].

Sincerely,

[Your Signature]
[Your Printed Name]