

[Your Full Name]

[Current Department / Office Location]

[Phone Number]

[Internal Email Address]

[Date]

[Hiring Manager Name]

[Title, e.g., Senior Partner / Head of Strategy]

[Specific Strategy Practice Group]

[Firm Name]

Re: Internal Application for Associate Strategy Consultant - [Target Office/Group]

Dear [Mr./Ms./Mx. Surname],

I am writing to formally express my interest in the Associate Strategy Consultant position within the [Target Practice Group], as discussed with [Name of Colleague/Referral, if applicable]. Having spent the past [Number] years/months as a [Current Title] in the [Current Department], I am eager to transition my [specific skill, e.g., quantitative modeling or sector-specific] expertise into a dedicated strategic advisory role.

During my tenure at [Firm Name], I have consistently delivered high-quality work on [mention 1-2 key projects or internal initiatives]. Specifically, I [describe a key achievement that demonstrates analytical rigor, client management, or problem-solving]. This experience has provided me with a deep understanding of our firm's methodologies and a strong internal network, which I intend to leverage to hit the ground running in the Strategy group.

I am particularly drawn to the [Target Practice Group] because of its recent work in [mention a specific industry trend or recent firm project]. I believe my background in [Current Specialization] offers a unique perspective that will complement the team's existing capabilities in [mention a strategy-related skill, e.g., market entry analysis or due diligence].

I have discussed this potential transition with my current supervisor, [Manager Name], who is supportive of my career development within the firm. I would welcome the opportunity to discuss how my internal experience and commitment to [Firm Name]'s values make me a strong fit for the Associate Strategy Consultant role.

Thank you for your time and consideration.

Sincerely,

[Your Signature]

[Your Printed Name]