

**[YOUR FULL NAME]**  
[STREET ADDRESS] | [CITY, STATE, ZIP]  
[PHONE NUMBER] | [EMAIL ADDRESS] | [LINKEDIN PROFILE URL]

[Date]

[Hiring Manager Name]  
[Title]  
[Investment Bank Name]  
[Department/Group, e.g., M&A or TMT]  
[City, State]

RE: Application for Junior Investment Banking Analyst Position

Dear Mr./Ms. [Last Name],

I am writing to express my strong interest in the Junior Investment Banking Analyst position at [Bank Name] within the [Specific Group] group. As a [Recent Graduate/Current Professional] with a degree in [Major] from [University], I have followed [Bank Name]'s recent involvement in [Specific Deal or Transaction] and am eager to contribute to your team's continued success.

During my [Internship/Previous Role] at [Previous Company], I developed a robust foundation in financial modeling, valuation techniques (DCF, Comps, Precedent Transactions), and pitch book preparation. Specifically, I [Briefly describe a technical achievement, e.g., built a three-statement model for a mid-market manufacturing firm]. These experiences have honed my attention to detail and my ability to produce high-quality deliverables under tight deadlines.

Beyond my technical skills, I bring a tireless work ethic and the ability to thrive in high-pressure environments. I am particularly drawn to [Bank Name] because of its [mention a specific firm pillar: e.g., collaborative culture, global footprint, or sector expertise]. I am confident that my analytical rigor and dedication to the long hours required in this industry make me an ideal candidate for your analyst class.

Thank you for your time and consideration. I look forward to the possibility of discussing how my background aligns with the needs of [Bank Name].

Sincerely,

[Your Name]