

Objective Statement for Internship

Personal Information

Name: Jane Doe

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Objective Statement

As a motivated undergraduate student majoring in Business Administration, I am seeking an internship position at [Company Name] to apply my strong analytical skills and desire to learn in a dynamic professional environment. My goal is to gain hands-on experience, develop practical business solutions, and contribute to team projects while expanding my knowledge within the industry.

Key Skills & Strengths

- Strong communication and teamwork abilities
- Proficient in Microsoft Office Suite
- Quick learner, adaptable to new challenges
- Effective time management and organization

Date: June 13, 2024

Signature: _____

Important Notes

- Keep your objective statement concise and related to the position applied for.
- Focus on demonstrating enthusiasm and a willingness to learn.
- Highlight relevant skills that align with the internship requirements.
- Personalize your statement for each company or internship you apply to.
- Proofread for grammatical accuracy and professionalism.