

BENJAMIN RUTH

4720 Williams Ave Reading, PA 19606 · 610-858-3875
benruth@temple.edu · <https://www.linkedin.com/in/benjaminruth>

DEAR HUMAN RESOURCE MANAGER,

I am writing in regard to a possible summer internship in the business field, specifically Human Resources. My name is Ben Ruth, and I am a rising junior studying Human Resource Management at Temple University - Fox School of Business. I have acquired various skills and knowledge through my courses and am seeking to further that knowledge while contributing to an organization. Throughout my time at college, I am strategically focusing my coursework in the following areas:

- Human Resource Planning
- Performance Management
- Learning and Development
- Function Evaluation

Healthcare is a respectable field that would be a perfect opportunity for me to enhance my knowledge and help the community at hand.

I hope that my skills, knowledge, and experiences will match your needs and expectations for interns. Please feel free to contact me by email or phone if you have any questions or would like to discuss my application. Thank you for your time.

Sincerely,

Benjamin Ruth