

MCS Student

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Dear Novartis Pharmaceuticals Recruiter:

I am writing to express my interest for the Research Operations Intern position that is posted on your website. As a sophomore biology major pursuing a Bachelor of Science degree at Carnegie Mellon University (CMU), I am working toward gaining experience in research institutions, and this position would help me nurture a greater understanding of what it is like to be a researcher in the field of pharmaceuticals. I am particularly interested in working with Novartis because of its reputation of being a world renowned leader in pharmaceutical research and consumer health products, as I am passionate about contributing to research that has a potential to make a difference in everyday lives. My experience working in chemistry laboratories both independently and in groups and my leadership experience on campus qualifies me for the position and I am excited to talk with you further about this opportunity.

Throughout my experience at CMU I have been building my background in courses such as modern biology, modern organic chemistry, biochemistry, and chemistry lab. Particularly in lab I have gained knowledge on chemical procedures that would help me excel in this position, including UV-visible and atomic absorption spectroscopy, complexometric titrations, and high performance liquid chromatography, as well as developing hazard analyses. I have also been able to proficiently use data sorting techniques on Microsoft Excel to write articulate reports.

I am currently working on a project with a team of four members, trying to determine nicotine and trace metal content in cigarettes. This has allowed me to establish myself as a team player, keeping track of deadlines and making sure that we communicate with each other as well as the instructors and the teaching assistants to ensure that the most accurate and efficient lab procedures are implemented.

As a member of the Biological Sciences Student Advisory Council on campus, I have been able to work with my peers, planning and promoting events together that support organizations like the American Cancer Society. I am also the chair of our annual Mellon College of Science (MCS) Pride Day, which serves 500+ students. I manage the project from start to finish over the course of 3 months which includes supervising 15 other volunteers and collaborating with several faculty members to execute the event which engages MCS students and creates a strong community on campus.

I hope to be able to channel my passion for biology and chemistry to this internship opportunity and dedicate my summer to pursuing research that is impactful to your company. Thank you for your time and consideration in reviewing my application. I'm from the San Diego area and will be home for the summer of 2016 for the duration of this internship. Please contact me at mcsstudent@andrew.cmu.edu or 412-268-2064 if there is any other information needed.

Sincerely,
MCS Student