

Nicola Brown

Current Address: 3460 14th NW Apt. 349, Washington, DC 20010

Permanent Address: 1 E 35th Street Apt. #8A New York, NY 10016

Email: Brown.Nicola20@Gmail.com **Cell:** 212 685 0603

Date: 2/2/2012

Dear Hiring Manager,

I am a student at Howard University School of Law and will complete my first year this coming May. During the summer I would like to serve as a 2012 law intern for the legal department of Prudential Financial, Inc. I am interested in Prudential Financial because I have a background in banking and an interest in financial systems. In addition to my newly acquired legal knowledge, I have excellent communication skills and I believe my abilities gained working the legal and financial services field would be applicable to the requirements for the type of summer law clerk that you are seeking. I have enclosed my résumé for your review as the first step in the application process. I trust you will find my current experience to be a strong indicator of what I would contribute as a skilled, enthusiastic member of the Prudential Financial, Inc.

In my most recent position as the Investor Relations Director for Pomerantz Haudek Grossman and Gross LLP, I was responsible for overseeing the implementation of a securities monitoring and data system platform. My implementation of a proprietary data structure improved firm wide productivity over 30 percent. Creating monthly reports and analyzing expenses were also a key part of my day-to-day functions.

As a Business Analyst with Innovest Systems LLC, I was a member of the Client Services group. I interacted with software developers as well as institutional banking clients; I wrote client specification documents in order to enhance our foundation product. I also used our current client data to project other potential clients and the impact it would have to our core client base. In my several years as an Associate for Citi I had the dual responsibility of providing outstanding operational assistance, as well as reconciling some of the company's major financial accounts. In addition to maintaining international banking compliance and ensuring the correct processing of transactions, my attention to detail has consistently saved the company funds by intercepting fraudulent transactions. In my first semester of law school I have also developed practical legal skills, including drafting written briefs and memoranda.

As a business professional, I have always received a lot of recognition for my tendency to go above and beyond the call of duty. I would welcome the opportunity to speak with you about the possibility of employment with your organization and have enclosed my resume for your review. I can be contacted via phone at [212 685 0603](tel:2126850603) or by email Brown.Nicola20@gmail.com. I genuinely hope that I will have the opportunity to spend my summer as a summer law intern with Prudential Financial, Inc. Thank you in advance for your consideration.

Regards,

Nicola Brown