

Tran Tam
258/33 Tran Hung Dao Street
NVT Ward, District 1
Ho Chi Minh City
0084-905873652

Ms. Huynh Phuong Van
Unilever
1000 Unilever Street
District 7, Ho Chi Minh City

January 9th, 2010

Dear Ms. Huynh,

Thank you for giving my submission your consideration. I've been always interested in working for an international global orientated company such as Unilever. So I would like to present myself as a candidate for a 3-month internship program.

My unique mix of previous work experience and my status as a Raffles International College business student in my junior year studying marketing, make me an ideal candidate for an internship with Unilever Vietnam. Experiences in sales and customer relationship management, combined with my courses in marketing, have convinced me that hospitality marketing is a career option I would like to explore.

More importantly, an internship with Unilever Vietnam would be mutually beneficial. Your company has an excellent reputation for customer satisfaction, and I know that the combination of my experience, education, and motivation to excel will make me an asset to your marketing department.

I am sure that it would be worthwhile for us to meet. I am looking forward to hearing from you soon and please don't hesitate to contact me if you need any more information. For a personal interview I am available any time.

Have a good day

Sincerely,

Tran Tam