
8 July 2021

PT Krona Digital Jaya Inti

Dear Mr. / Ms. ,

I'm writing to you regarding the Business Development Intern that you opened up. I am now also looking for an internship and work opportunities. Please accept my CV as an application for the Business Development Intern. I am currently majoring in finance at the Universiti Sains Malaysia. Due to the upcoming sembreak, I hope that I can utilise my time to do something else and I hope that I can gain the experience in this area first before I graduate so I can learn it through the real situation. My graduation will be in 2023, so I hope I can use this time to develop myself.

While this would be my first time working in the field of Business Administration, I am quite excited and looking forward to learning quickly and making an immediate impact to your team and to the company.

My sembreak will start on the 1st of August until October 2021. Lastly, thank you for taking the time to consider my application and if you have any questions, can reach me by email (yuesi0611@gmail.com). I look forward to hearing from you.

Yours sincerely,

LEE YUE SI

Lee Yue Si

10, Jalan Penghulu 1/3,
Bandar Mahkota Cheras,
43200,
Batu 9 Cheras,
Selangor.

011-36361204

yuesi0611@gmail.com

SOMETHING ABOUT ME

Hi, I am Yue Si. I am a year 2 student in USM, I hope to use this semester break to develop myself and utilize my time to explore myself more. I hope that I can meet different people to open my perspective. Through the process of learning I hope I can see things in different ways. I don't have much working experience so I hope that my experience in the society that I join in my uni life can be helpful and hope you can give me the opportunities to develop myself.

EXPERIENCE

AIIESEC, Penang - *Director of Finance*

SEPTEMBER 2020 - PRESENT

- Prepare the financial report (monthly report, quarter report and annual report)
- Keep track of the project budget and cash flow

Kampus Sejahtera, Penang - *Organising Committee in Publicity*

DECEMBER 2020 - PRESENT

- Write a caption for the poster and post to social media
- Write the article for the event

EDUCATION

Universiti Sains Malaysia, Penang

Bachelor of Management

SEPTEMBER 2019 - PRESENT