

**Honggeun Kim**

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July 18, 2017

Ms. Ryanna Yang  
Client Customer Wizard  
LimeSpot Solutions Inc.  
68 Water St.  
Vancouver, BC  
V6B 1A4

Dear Ms. Yang,  
Re: Customer Acquisition Intern

I am writing to express my interest in the role of Customer Acquisition Intern as listed on the Douglas College Co-op job board. As you can see from my attached CV, I have achieved good standing in my studies throughout my education period. I am confident I have the necessary skills to convert customers into long-term subscribers and motivation to provide what LimeSpot wants and succeed as a Customer Acquisition Intern.

My communication skills and motivation are well demonstrated in my volunteer experience with SIWFF (Seoul International Women's Film Festival) International Department where attention to detail was essential to manage guests from overseas. I had to deal with many movie directors and editors for the festival. During this event, I provided administrative support and a certain level of Korean to English translation.

My experience and skills acquired in the ROK (Republic of Korea) Army as a System Mechanic for two years will be great asset in this Intern role. I have worked with the professionals and learned useful skills from them, including; troubleshooting computers, identifying secure network and dealing with customers on the phone. Also, I'm currently working in Royal Tours at Customer Service Desk. This position is mainly introducing tour package to customers and persuading them to purchase.

Please contact the Douglas College Co-op Office at 604-527-5100 or [co-op@douglascollege.ca](mailto:co-op@douglascollege.ca) to arrange an interview. I look forward to meeting you to discuss the Technical Support Assistant Co-op in further detail.

Sincerely,

Honggeun Kim