

Formal E-mail for asking to get internship

Subtitle: NORKOR GROUP internship Application: Soum Som On

Dear Sir/Madame,

First of all, I would like you to let me to introduce myself. My name is Soum Som On, currently I am a 4th year student at the Institute of Technology of Cambodia(ITC) in the department of Information and Telecommunication Engineering.

I am writing with regard to apply as a Web Developer internship at **NORKOR GROUP Co., Ltd.** I am very interested in Web Developer. My senior, Mr. Sok Veasna who had been getting internship at NORKOR GROUP suggested that I should send my CV and Cover letter to ask for getting internship at your company. I am available for about 3 to 4 months to intern from July to October and I can work 40 hours per week. I would be honored to intern for you formally to gain the experience in the real work and to further my course studies, research as a Web Developer.

NORKOR GROUP provides proficiently complete services in ICT, management and legal domains for many years and has provided its managers to train ITC's students since 2011. Especially, NORKOR GROUP has a reputation for excellence, and your commitment to innovative inspiring in ICT field is near and dear my heart. I would like to offer my service as an intern. I am confident that I can be an asset to your company to reach company's goals.

I am reachable by phone or email if you cannot get back to me, I will go to your office next one during week.

Thank you very much for your valuable time to read my email and resume, I am looking forward to seeing your reply and getting discussion as soon as possible.

Yours sincerely,

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