

DATE:

SUBJECT: Offer letter for Internship at CodePark

Dear (Name)

CodePark is happy to offer you a chance to be on board as an Intern, working as a (Internship Post) for the company. We have noticed your performance in a few outside-held competitions, and are sincerely impressed by your talent skills. So, we would like to offer you a chance to work with us and hone your skills even more!!

Our company consists of dedicated ideologists, whose sole target is to provide learning for the end-user in a better and more efficient way. Our passion towards this company keeps us working at our toes, as we believe that a company is only successful if its people are active throughout.

**While working for CodePark, you'll be expected to work on the following objectives:**

(Objectives to be handled by the Person)

**While interning with us:**

- You'll be covering about two-months worth of internship with us, starting w.e.f (Date of joining), which if you complete successfully, you may be given a permanent position at our company.
- You'll receive Letter of Recommendation after successful completion of your internship.
- You'll be provided with CodePark merchandise at the end of internship (Subject to change at the discretion of CodePark)
- Full access to all the team resources as and when needed. NO restriction for content creativity.

I personally will be guiding you, giving you Learning & Development sessions and solving your problems when it comes to achieving your targets. Me and my team will ensure that you do not face any hassle along the way, and would provide you constant support based in the feedback/suggestions provided by you during your course of the internship.

I hope you have a great learning experience with us and grow in the process of this internship.

Looking forward to work with you!

**Raj Chandra**  
**Co-Founder/CEO**  
**CodePark**



[www.codepark.in](http://www.codepark.in)