

**Pout Chop Jal**

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**11<sup>th</sup>/ 4/ 2024**

**Mentorship Coordinator**

**Ashesi University**

**Berekuso, 1 University Avenue,**

Dear Mentorship Program Coordinator,

I am writing to express my strong interest in participating in your Mentorship/ job shadowing program. As a sophomore Business Administration student at Ashesi University, I am particularly interested in advancing my career in the field of business.

Through this Mentorship/ job shadowing experience, I hope to gain firsthand insights into the daily work life of a professional in the business world. This would be invaluable in helping me solidify my career goals and explore different business specializations. I am particularly interested in learning more about developing skills in public speaking, leadership, networking, and technical/job-specific skills relevant to the business field.

While I don't have extensive professional experience yet, I am a highly motivated individual with strong communication skills. I can express myself clearly and concisely, both verbally and in writing. I am also a strong listener who actively pays attention to understand the speaker's message. I am confident that these skills will allow me to actively learn and contribute during the job shadowing program.

My availability for job shadowing is flexible throughout the program duration. I am eager to learn more about the program and how I can contribute. Thank you for considering my application. I look forward to hearing from you soon.

Sincerely,

Pout Chop Jal