Practical 4: Professional Email (Internship Application)

Web Development Intern Position

Summarise this email

Kashi Yadav <riteshkumar30911@gmail.com>
to harshali.vaishnav ▾

01:36 (0 minutes ago)

Dear Hiring Manager,

I hope you are doing well. My name is Kashi Nath Kumar, and I would like to express my sincere gratitude for selecting me for the Web Development Intern position at your esteemed organization. Thank you very much for offering me this opportunity.

I am pleased to formally accept the offer for the Web Development Intern role. As a B.Tech CSE (core) student, I have built a strong foundation in Python, NumPy, Pandas, problem-solving, and basic machine learning concepts. I am excited to contribute these skills to your team and learn further under industry guidance.

I have attached my resume for your records with the standardized file name:
kashi resume.pdf

Kindly let me know if any additional documents, verification details, or onboarding requirements are needed prior to my joining. I will be happy to provide them at the earliest.

Thank you once again for this valuable opportunity. I genuinely look forward to working with your team and contributing positively.

Regards,
Kashi Nath kumar
Phone : +91 9341610241
Email : riteshkumar30911@gmail.com
Linkedin : http://www.linkedin.com/in/kashi-nath-kumar-7b9166383

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