

Sakinah Balqis Binti Nor Azman

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81900, Kota Tinggi, Johor

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Human Resource Manager

20TH JUNE 2025

Dear Sir / Madam,

**SEEKING PLACEMENT FOR INDUSTRIAL TRAINING FROM 4 AUGUST
2025 UNTIL 16 JANUARY 2026 (6 MONTH)**

I am writing to express my enthusiasm for the Information Technology Internship position at your company. I am currently in last semester at Universiti Tun Hussein Onn Malaysia (UTHM) and am eager to gain practical experience to develop my skills in the field.

1. During my diploma internship at Kejora Hospitality & Service Sdn. Bhd., I was responsible for business development and sales initiatives to promote hospitality, created social media content using Canva and Filmora, and organized promotional events to drive sales growth. I also collaborated with Tourism Johor for events such as the Matta Fair and Majestic Johor Festival. Throughout my academic journey, I have developed strong technical skills in PHP, HTML, CSS, JavaScript, Java, and SQL, and I am proficient in tools such as Visual Studio Code, Figma, Microsoft Office, and MySQL.

2. I look forward to discussing how my background, skills, and enthusiasm can contribute to your company's goals. Thank you for considering my application. I am available for an interview at your earliest convenience and can be reached at 019-3942216 or via email at sakinahbalqis16@gmail.com.

Yours sincerely,

SakinahBalqis

SAKINAH BALQIS BINTI NOR AZMAN

Bachelor of Information Technology (Honours)
Universiti Tun Hussein Onn Malaysia (UTHM),
+6 019-3942216