

305 Mabolo St., Ayala Alabang Village  
Muntinlupa City 1780  
April 7, 2019

Asian Institute of Management  
123 Paseo de Roxas, Legazpi Village  
Makati City 1229

**LETTER OF INTEREST**

To whom it may concern,

Greetings of peace!

I am Nikole C. Chan, a senior BS Information Technology student of De La Salle University-Manila. I would like to intern at your institute in partial fulfillment of my course's requirements. I am required to accomplish 520 hours and am required to start by May 20, 2019, although I am open to starting earlier than the said date.

In De La Salle University-Manila, I have been exposed to working individually and in teams. Aside from the basic IT curriculum which includes hardware configuration and management, software development, application development, system analysis and design, database administration, and business intelligence, I specialise in network administration and have some knowledge on information security. In addition to that, I am also open to learning new things to perform my future tasks well.

Please do not hesitate to contact me via e-mail at [nikolecchan@gmail.com](mailto:nikolecchan@gmail.com) or cellphone, +63 917 517 3969. I am open to having an interview with you, be it via phone call or in person.

I am looking forward to your response and hope to work for your institute. Thank you for your kind consideration.

Sincerely,

Nikole C. Chan  
[nikolecchan@gmail.com](mailto:nikolecchan@gmail.com)  
+63 917 517 3969