



KOLEJ SYNERGY (L02065)
SYNERGY CENTRAL ACADEMY SDN BHD (889213-K)
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32 & 34, Jalan Perai Jaya 4, Bandar Perai Jaya, 13600 Perai, Penang

Our Ref: kolejsynergy/ojt/jul/2019

28 May 2019

To Whom It May Concern

Dear Sir/Madam

RE: Industrial Training for Diploma Holder

KOLEJ SYNERGY is a Malaysia Government accredited skill based Vocational College that offer various program up to Diploma level.

We are seeking industrial placements for our Diploma Holder **Ong Weijian (991215-07-5107)** that are presently enrolled in the following program:

- ***Diploma in Information Technology And Communication (Application Development & Programming)***

We would be glad if your company would be able to assist us by providing places or temporary employment for our students to learn and experience firsthand your industry. The students are required to work full time with your company and observe all working and employment condition and conduct of your company.

We hope to secure placement for our students for a minimum duration of 3 months from **1 of Jul-2019 to 30 Sep-2019**.

Kindly reply us soonest by using the Reply Slip attached.

If you have further questions, please contact the undersigned.

Thank you in anticipation.

Yours faithfully,

SY Ch'ng

Registrar

KOLEJ SYNERGY