

INTERNSHIP COMPLETION LETTER

Date: 28 August 2025

To Whom It May Concern

This is to certify that **Yadukrishna M Menon** has successfully completed a two-month **Sales Support Internship** at Toolfe - IT & Process Automation, a brand of Zotork Private Limited, from **02/06/2025 to 02/08/2025**.

During the internship, **Yadukrishna M Menon** demonstrated attention to detail while contributing to lead generation efforts. They effectively utilized industry-standard IT automation tools to identify and qualify potential clients, showcasing their ability to support the sales pipeline and drive engagement with targeted prospects.

Key Achievements:

- Spearheaded lead generation efforts for a sales campaign by gathering lead data, generating and uploading leads into the CRM, and crafting personalized outreach through email and LinkedIn messaging.
- Built foundational knowledge of the sales pipeline, gaining hands-on experience in lead management, customer engagement strategies, and CRM tools.

Best Regards,



Satya Lohit,
Customer Success Manager, Sales
Department
Toolfe-IT & Process Automation
A Brand of Zotork Private Limited

Internship Duration:
Start Date: 02/06/2025
End Date: 02/08/2025