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My lecturer recommended my work and asked me to assist him in some of his private assignment to gain more experience in the business world.   
I have taken internship exercises in two companies as indicated in the resume. The internship programs sharpened my financial skills by introducing me to the real world. In one firm, the firm assigned us an outdoor job description that required us to work in groups. As chairperson for the group, I ensured that every member committed to his assignment as described. In return, the firm awarded me with a certificate and a good recommendation for future endeavors. I have attached the certificates with the resume.   
I thank you in advance for considering my interview request. I would highly appreciate if you reach back on me after considering my request. Please feel free to reach me through my cell phone on 555-5678-786 anytime. I will follow up at the website to see the way forward decided by the firm in a week’s time.   
Sincerely,   
Name