



ITKing Education (Puchong) Sdn Bhd  
No 15, Jalan BK5A/3A,  
Bandar Kinrara, 47100 Puchong  
Selangor, Malaysia  
Tel: 03-80763188 Fax: 03-80791528

Nur Izzati Binti Zainuddin

19th January 2012

Centre Manager

ITKing Education (Puchong) Sdn. Bhd.

No 15, Jalan BK5A/3A,

Bandar Kinrara, Puchong,

47100, Selangor

**To whom it may concern,**

Regarding to our previous conversation, I am pleased to invite students from Stamford College to have their internship or practicum here in our company. ITKing Education Puchong is a franchised computer training center specialized in IT education. We offer computer learning courses for both adults as well as kids starting from the early age of 6. Our target market covers all range of professions. School and university students, working adults, people from every age and careers come to our center to improve on their IT literacy. Our main programs are the ITKing Fundamental certificate and ITKing Senior Certificate. We also have the Adult Course, Corporate Training as well as the Microsoft Office Specialist Courses. Here in ITKing, we cover the trainings on Microsoft Office Application, Animation, Webpage Design, Graphic Design, Hardware & Networking, as well as Programming and more. Since we are expanding, we need more people as staffs, who want to widen their experience and knowledge. And I fully believe that Stamford College produces those students that excel not only in studies but in career as well.



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We are looking forward to have your students here in ITKing. Here are the requirements that we need for the internship students.

- Job Position: Marketing and Sales
- Students: Preferably those who are taking courses in Business Studies and Marketing
- Remuneration: RM300 per month (not included incentive and commission)

For those who are interested in the internship, they can send the resume to [nurizzati@itking.com.my](mailto:nurizzati@itking.com.my) for the interview arrangement. We welcome both international and local students. Please don't hesitate to call me for more information. You can contact me at 03-80763188 or 013-4191383. Thank You.

Sincerely,

*Nur Izzati*

Nur Izzati Bt. Zainuddin  
Centre Manager