



WESLEY METHODIST SCHOOL
KUALA LUMPUR

Nama KESHAV VINAYAGAR

Tingkatan 4

Angka Giliran

Tarikh

Perkara

Jangan tulis
apa-apa di
ruang ini.

Mr. Lee Eu San,
Managing Director,
Sime Darby Auto Connexion

3 SEPTEMBER 2012

Dear Mr. Lee Eu San;

R.e: Work Experience Program at Ford Motors.

Regarding the above, I Keshav Vinayagar from Wesley Methodist School, am writing to apply for an internship at your esteemed establishment, Ford Sime Darby Auto Connexion. Every year, my school requires the Form 4 students to take up a job in the field that they are interested in and therefore, I am applying for a placement at Ford as I have an interest in the automobile sector.

2. I would like to carry out my "Work Experience Program" in the automotive sector, as I have always had a passion for cars since a young age. My love for the automobiles is still strong and one of my favorite companies is the "Ford Motor Company". I have always admired the work of Mr. Henry Ford, the founder of your successful establishment. I live by the words of Henry Ford, that is; "Before everything else, getting ready is the secret of success."

3. I applaud the way Ford has kept ahead of most car companies, especially in the manufacturing sector; with the Ford Focus being the 350 millionth car that Ford has manufactured in its 109-year lifespan. I also have another idol in Ford, which is Mr. Lido Anthony Iacocca who sat as President of the Ford Motor Company in the year 1970 to 1978. I have a long lasting love for this company and I would really appreciate the opportunity to work under such a powerful name in the automotive sector.

4. In carrying out my "Work Experience Program", I would like to learn the basics of the technical parts of a car. I would like to learn how to maintain and service a car as well as learn how the after sales department runs. Secondly, I am also interested in the marketing and sales division of an Auto Dealership. I would be grateful to learn how to run a dealership as well as learning the technical parts of a car, as I would like to have a future in this field.

I would like to thank you for your time, sir. I hope that my letter would clearly show how much this placement in your company would benefit me.

I look forward to your response. I am contactable on mobile; as well as email at; Before I end my letter, I would like to insert a quote from my idol Henry Ford; "If everyone is moving forward together, then success takes care of itself."

Yours sincerely,

~~Keshav~~

(KESHAV VINAYAGAR)