1. Sollicitatiebrief + CV
	1. Sollicitatiebrief

Lot van Zwol the 12th of September 2013
Begijnenhoefstraat 32
2360 OUD-TURNHOUT
0032 485 177 234

Indupol International NV
Hoge Mauw 380
2370 ARENDONK

**Application for the internship**

Dear Mr Jansen

In June 2014, I will finish the 6th form Marketing and Business at Heilig Grafinstituut. I have been assigned to an internship at your company for the period of the 14th October until the 25th October. The internship is a part of our thesis and most of the exercises in the thesis are about your business.

In school we have to work a lot with the computer. Because of this I can work fluently with the whole office package. Dutch is my native language. I also speak English, French and German.

Thanks to my job at a small restaurant, I am sociable. I take care for my horses, with the result that I am responsible. I am independent and I like to work.

I want to thank you for giving me the opportunity to work at your company and I hope I will learn a lot from this internship.

You can find more personal information in my Curriculum Vitae.

Kind regards

Lot van Zwol

Attachment: Curriculum Vitae

* 1. CV

PERSONAL INFORMATION

Lot van Zwol
Begijnenhoefstraat 32
2360 OUD-TURNHOUT
Date and place of birth: 20th December 1996, Turnhout
Nationality: Belgian
0485 177 234
lot@vanzwol.be

EDUCATION

Marketing and Business 2007-2014
Heilig Graf
Patersstraat 28
2300 TURNHOUT

WEAKNESS AND STRENGHTS

• Sociable

• Motivated

• Independent

LANGUAGE SKILLS

Dutch Native Language
Engels Fluently writing and speaking fluently
German Fair writing and speaking fair
French Fair writing fair and good speaking

COMPUTER SKILLS

Excel Fluently
Access Fluently
PowerPoint Fluently
Publisher Fluently
Word Fluently

WORK EXPERIENCES

• Student job: servant
Pallieter 2011-2012
Grote Baan 199
2380 RAVELS

REFERENCES

L. Verlinden, teacher Dutch at the Heilig Graf 014 41 54 68
P. Huybreghts, owner Pallieter 014 71 63 22