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