



Batam, January 4th 2020

To Whom It May Concern,

I highly recommended Jenny Miranda Selva as candidate for any future employment, Jenny was employed at our Sales & Marketing Department since January 2020 as Sales & Marketing staff until December 2020.

Jenny is Attractive lady, Smart, Fast learner, Friendly, Creative mind, Great attitude, she also very motivated to learn something new for her knowledge. For the job scope in the Marketing side, Jenny is responsible for new students' admissions including (registrations, administrations, follow ups, customer service) and also assist in marketing promotions (including taking and editing Videography and Photography) and handling School Roadshows, she managed it all with great results.

Once again, I am personally recommended her to any future establishment or company that would like to recruit her, as Jenny is potential in her capabilities and would be prospect to have her in your company.

Thank you very much for your kind attention and cooperation's, If you have any further questions with regard to her background or qualifications, please do not hesitate to contact me.

Yours Sincerely,

Anita Ng

Head of Sales & Marketing

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