

25 February, 2004

Johann Volkmann
C/- AIFS Australia
91 York Street
Sydney NSW 2000

Application for an Internship

Dear Sir or Madam,

My name is Johann Volkmann and I would like to apply for an internship within your organization.

As you will see from my resume attached, I am currently studying a degree in Business, majoring in International Marketing at the Bergerstein University in Berlin. In order to complete this degree I am required to complete an internship in a foreign country, in a language other than German. As I have studied English for the past 7 years, and have always had an interest in Australia, I have decided to undertake my internship in Australia.

As you will also see from my resume, I have undertaken 2 other internships in the last 3 years, with BMW Bergerstein and Deichmann Dortmund. Both of these internships were working within a variety of departments within the respective companies including administration, marketing, promotion and controlling.

I am flexible with the date I can start an internship and would ideally like to commence an internship sometime in August this year. As I am studying International Marketing I would be very happy to work within your marketing department or have the opportunity to work within an associated area.

I would like to thank you for your time and look forward to hearing from you in the near future.

Kind regards,

(sign here)

Johann Volkmann