

Dear potential employers,

My name is Alina Kong, a sophomore, studying Advertising Design in New York College of Technology. New York College of Technology is a technical school that provides students with an education rich in technology, skills, and knowledge. Our high-tech programs not only offer students' degrees in their field, and a wonderful learning experience, but also prepares them to succeed in a competitive workplace.

Our interns are outstanding that they acquire a variety of skills and competencies that may contribute to your workplace.

- Knowledgeable in the art and advertising design field.
- Sensitive to great artists' works images, and photographs, comfortable to make comments/criticism on them.
- Proficient in designing software like Photoshop, Illustrator, and Indesign.
- Capable of working on multi-tasks or projects concurrently.
- Ability to work both independently and as part of a team.
- Good communication skills, able to make discussion with team, express ideas/plan thoughtfully.
- High level of competency in fast faced working environment.
- Strong time management skill, able to get work done on time.
- Self-motivated, high esteem, eager to learn new materials.

I urge you strongly to think about our Interns. Your opportunity weighs more than anything to them. And be the one that opens the door leads them the success. For the information of our Interns, please contact, Dr. Doh, the director of City Tech interns. Her information is available at the following:

Dr. Rita Y. Doh  
Director of Internship Opportunities  
CUNY – New York City College of Technology  
City Tech Placement, Room NG-08  
300 Jay Street  
Brooklyn, NY 11201

Thank you for your time and consideration.  
Sincerely,

Alina Kong  
04/07/2014

