

Request : Internship as an Assistant project manager

“In France, to successfully complete the master degree of multimedia project management, students participate in an internship for a minimum 5 month period. A French internship is a period, paid or partially paid (ex: flight tickets, accommodation, food...) where the student get a place in a company, in order to offer his acquired competences in the professional industry.”

Dear Sir or Madam,

Currently, I'm a student in the last year of Master degree of multimedia-communication project management in Toulon, France. I'm applying for an internship as an assistant project manager in your company, for a minimal period of 20 weeks starting in February 2008.

Through the duration of my studies (D.U.T. = University Diploma of Technology), in computer sciences, I became proficient in analysis, programming and exploitation activities. In addition, a three month internship was compulsory. I completed this requirement as as a Technician in Analysis and Programming. This first training course allowed me to discover the professional world. I completed projects with experienced teammates. They encouraged me to get a Master degree to become a project manager.

After that exciting experience, I decided to continue studies in a field matching my expectations. As a result, I chose multimedia. This sphere permitted to gather my two main competencies: computer sciences and communication.

The last professional experience in Montreal, brought an international dimension to my work experience. It also trained me to schedule, manage a team, meet clients, and communicate in real situations.

During these years of both university studies and work experiences, several times I carried out projects putting to the test my abilities: aptitude for working with a team, for adapting to various situations and different persons and for taking initiatives. Being curious, self-sufficient, I succeeded in these situations. I exceeded the managers' expectations managing a team.

I would like to pursue my career as a multimedia project manager as well as get the opportunity of belonging to a dynamic team. I feel that your company could offer me good training and a fulfilling experience. I am convinced that I am able to adapt quickly and so work efficiently on your projects.

I am looking forward to hearing from you.

Yours sincerely,

Bénédicte Bouchereau

Attached Files:

My resume – resume_benedicte_bouchereau.pdf

A reference letter from my last employer – reference_letter_benedicte_bouchereau.PDF