

Reference Letter Request 2

1488 West 46th Avenue
Vancouver, BC V7C 3W2

April 2nd, 2022

Yu-Shan Tseng
8866 Odlin Crescent
Richmond, BC V6X 4G4

Dear Shan,

I hope this email finds you well. I am currently applying for an internship at BGC Inc as a Web & Mobile QA Tester. The job aligns my career ambitions and goals, and the internship begins in the coming September. I have to provide three references, and I wonder if I could list you as one of them.

BGC Engineering Inc. (BGC) is an international consulting firm that provides professional services in applied earth sciences. They hope to find employees with basic programming knowledge and skills who are willing to accept challenges and integrate with teams.

We worked together for over three years in NTS, and as my manager, you helped me a lot in my work and witnessed my growth. I enjoyed collaborating with you and other colleagues and believe this internship is a great chance for me to transfer to a new career. You are familiar with my working habits and learning ability. Therefore, you are in a good position to provide some insight for my potential employer. It would be very much appreciated if you could kindly become one of my references.

If you can write this reference letter, please allow me to send more information. If you have any further questions, please feel free to email me at hl6344@mun.ca. Thank you very much for your time and consideration.

Yours sincerely,

Han Li