

#416-2388 Western Parkway
Vancouver, BC, V6T1W6
March 25, 2016

Mr. Jerry Hsueh
Secretary
UBC Taiwan Association
Vancouver, Canada

Dear Mr. Hsueh,

I am just wondering if it would be possible for you to be my job reference. Currently, I am in the process of seeking a Web Development position for September, and if you are able to attest to my qualifications for employment, and the skills I have acquired during my time at the UBC Taiwan Association as an internal director, it would definitely enhance my prospects of achieving my career goals. Please let me know if there is any information I can provide you regarding to my experience.

Thank you so much!

Best regards,

Noelle Hsieh