



BEENA VAIDYA INTERNTIONAL PUBLIC SCHOOL,  
MURDESHWAR

[Date: -24/12/2023]

DIVYA SANDESH MAHALE  
Vill.Magod ,Tq.Honnavar ,Dist Uttar Kannada

Dear [DIVYA SANDESH MAHALE],

Subject: Internship Experience Letter

We are pleased to provide this letter confirming Miss. DIVYA SANDESH MAHALE's successful completion of [From: 14/12/2023 to 24/12/2023] as an intern at BEENA VAIDYA EDUCATIONAL TRUST®. Throughout her tenure, she actively participated as Computer operator, office assistant and an assistant accountant etc

During her time with us, Miss.DIVYA SANDESH MAHALE exhibited commendable skills/qualities relevant to the internship, contributing significantly to enrol students' data and account details in Excel sheet and ERP management system. She consistently demonstrated a strong work ethic, enthusiasm, and eagerness to learn, which greatly benefited the [ Office Management and account department which she was involved in.

Moreover, Divya Mahale displayed excellent communication/analytical/problem-solving skills that were pivotal in specific accomplishments or achievements. Her ability to handle parents and stake holders was noteworthy and added substantial value to our team.

We believe that she has gained valuable experience and skills during her internship, which will undoubtedly contribute to her future endeavours. We extend our best wishes to Miss.Divya Mahale for her future pursuits. Should you require any further information or clarification, please feel free to contact us.

Sincerely,

  
Dr. Jagannath B. Gond  
PRINCIPAL

Beena Vaidya International Public School  
N.H.66, Niragadde, Murdeshwar

BEENA VAIDYA EDUCATIONAL TRUST

MURDESHAW

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