

Date: 31/12/2023

## **TO WHOMSOEVER IT MAY CONERN**

This is to certify that **Ms.LEEYA JESSICA MENON** of VI Semester BBA from **St.Aloysius Autonomous College** Mangalore has done his internship in **JEEVA JYOTHI TRAVELS PADUBIDRI- UDUPI**, from 08/12/2023 to 31/12/2023.

She has worked on various assignments of Operation Department in our company. She was assigned to handle the banking operations of the company's account, filing, designing itinerary and allocating and handling the various operational works of the company. She has handled the various corporate files and attended the corporate and general queries and handled it independently by providing the appropriate solutions.

During the internship she demonstrated good design skills with a self-motivated attitude to learn new things. Her performance exceeded expectations and was able to complete the internship successfully on time.

We wish her all the best for her future endeavors.

Warm regards,

**Jyothi Menon**