525 Highglen Ave Markham, ON L3S 3L5

January 13, 2025

Mr. Arrjun Asokan Recruitment Manager A&T Human Resources 1080 Tapscott Rd #28 Scarborough, ON M1X 1E7

Dear Arrjun and Staff,

I want to take this opportunity to express my gratitude for the chance to work with A&T Human Resources over the past few months. Working at your company exposed me to many new experiences and knowledge, such as how the hiring process works and many new marketing techniques. I also strengthened my interpersonal skills by interacting with many applicants and learning to write emails.

Throughout my time at A&T, I have made many wonderful memories with all the kind and generous staff members. On my first day of co-op, I was quite nervous when entering the office. I had never had real-life work experience before, and walking into such a professional setting was new. However, when the staff gave me warm welcomes, I realized what a fantastic work environment I get to be a part of. I am so happy that I got to work with such extraordinary people. I appreciate all the time and effort you took to teach me new things and help me improve my skills.

First off, I would like to say thank you to my supervisor, Arrjun. I've always dreamed of working in an office environment, and this opportunity wouldn't have been possible without you. Your motivation and constructive feedback have made me a better person in my job, and I will never forget these tips in the future. I would also like to thank Sam for being a wonderful boss and mentor. He is always ready to teach and introduce me to new HR topics, which made the work experience fascinating. Finally, I would like to thank Jona, Nav, David, Abi and all the other staff members for being outstanding employers. Since my first day on the job, they have been friendly and always there for me when I needed help learning something new. They have helped me so much in improving my social and computer skills.

Once again, I would like to thank all of the staff at A&T Human Resources for everything you have done for me. I will never forget your kindness and everything you have taught me. I had a great time working with all of you, and I hope future co-op students have an incredible work experience like mine.

Sincerely,

Sujana Vimalenthiran Middlefield Collegiate Institute Co-op Student