

To Whom It May Concern:

This is a letter regarding my experience with College Works. I completed the internship while in my junior year at the University of California, San Diego. I learned every component to running a successful business from clients to payroll, sales to production. Through this internship I learned how to process payrolls, market in new territories, sell a product, maintain happy leads, maintain happy clients, produce a product efficiently, and hire and fire employees. All of these are integral to running a business and I feel I was able to master them while working with College Works. The mentorship I received throughout the entire process allowed me to have someone with experience guiding me and helped me to be confident in my decisions. I know in the “real world” I will not be so lucky as to have a mentor advising me, however I feel that I have learned the important lessons of running a business through this internship and I am now confident in starting up my next business.

I learned many valuable lessons in business along the way, lessons that, I feel, can only be learned through experience. I learned the art of dealing with unhappy clients while keeping satisfied clients happy. I learned how to communicate with employees in such a way as to align our goals and maintain loyalty. Lastly I learned how to push myself in business and maintain integrity when the “easy way out” seems just that. I have always felt that hard work will get one most places in life that he or she wishes to get to, however through this internship I realized that confidence in one’s own abilities is the key to success, especially in business. I feel that leadership skills are crucial to every aspect of life and to every occupation, and I would recommend the College Works internship to anyone looking to learn leadership skills first hand, regardless of if they are thinking of running their own business one day.

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