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Dear hiring manager,

my name is Frederik Wellens and I'm a student at the VUB in the Brussels Institute of Contemporary China Studies, BICCS in short. This institute is one of the most respected China institutes in Europe, and issues every year business-studies. Here I study 'China Business Development' where we learn everything to do business in, and with, China. I would very much like to strengthen this knowledge with practical experience in the form of an internship.

Important for you to know which are the strengths of the course offered by BICCS. It is a high level training that offers a very varied view on doing business. It is a helicopter view as you will, that not only pays in depth attention to core business aspects such as Export Management and Supply Chain Management. But also gives a wider view on Portfolio Investment, Alternative Dispute Settlement, Chinese Tax Regimes, Investment Analysis and Intercultural Management. This is topped off with several workshops such as HR- and Change management. Overall it is a comprehensive program which enables us to operate in global business context.

Let me tell you something about myself:

The most defining quality I possess is a very high work ethic. I don't consider myself as the most intelligent person, but I do know how to work hard and to get the best result out of me and my team. At the same time I'm very eager to learn and just love to study new things. This can be proven by my good academic track record where I achieved my Bachelor of Sociology Cum Laude and my Master of Sociology Magna Cum Laude. During these studies of sociology we learned how to study a society. Much attention was given to develop the right mental capacities to do so. Because of that I learned to think analytically as well as holistically which gives me the qualities to understand very complex structures such as a society.

The most interesting relevant experiences I've encountered can be attributed to my work as coordinator for a Brussels voluntary organization that organizes youth vacations. From 2006 till 2009 I spent most of my summers helping preparing youth vacations.

I gradually received more and more responsibilities. In the beginning I was working mostly in benefit of the team, preparing the information gathering for the project so decisions about where to go and what to do could be more easily made. At the end I was mentored in co-preparing a vacation project from beginning to end in 'Blanes Spain'. I was in charge of the organization of all activities for the different age groups. Here I really learned what leading capacity and organizational skills meant. Overseeing different organizational parts and motivating everyone in each part to only think about success was the most challenging. Because we could not go abroad to arrange everything much attention was given to a proactive approach. This means that we not only had to imagine everything that could go wrong but we always had to match this with an appropriate solution, every time tailored to different possible circumstances.

At last I would like to address my international experiences. I've been to South Africa, The USA and Cuba. Besides that I've been in almost every western and Southern European country. The reason I like to point this out is because of the enormous effect it had on my personality. Traveling is not only a resource of information on different cultures but also has been a mirror to myself.

While my enclosed resume outlines my background, I welcome the opportunity to speak in more detail regarding my successes. I look forward to learning about the next steps in the selection process and assure you that my commitment, enthusiasm and professionalism will be of great value to your team. Thank you for your time and consideration.

With kind regards,
Frederik Wellens.