



Date: 30 Jan 2014

**DK Outsource Pte Ltd**  
33 Ubi Ave 3, #06-21  
Vertex Building  
Singapore 408868

**Attention: Mr Dennis Kwok**

### Testimonial

As a Year 3 student pursuing the Diploma of Business Studies in Ngee Ann Polytechnic, I was given the unique opportunity to serve my 6-months internship as a Marketing Executive at DK Outsource Pte Ltd , from 2<sup>nd</sup> September 2013 to 30<sup>th</sup> January 2014.

As a highly reputable Quantity Surveyor firm, DK Outsource also provides measurement/taking-off and cost estimating solutions to its clients. As such, Mr. Dennis Kwok, the Managing Director of DK, as well as my supervisor, put be in-charge of a QS measurement software called BidScreen XL.

My main tasks included sending out emails during the prospective phase, carrying our cold-calls in order to establish business relations with clients as well as to secure product demonstration appointments with client. As a Marketing Executive, I must have the aptitude and confidence to demonstrate the products' capabilities to my clients as well. Throughout my 6 months stint in DK, I have conducted numerous product demonstrations, as well as product trainings, which have been an amazing learning experience for me, and I have grown to become more confident while meeting new clients.

The cornerstone behind my growth and the "teacher" who imparted all these valuable lessons and gave me all these unique experiences is none other than Mr. Dennis Kwok. He was very patient, direct, and honest with me. He was there every step of the way to ensure that my learning experience here in DK would be holistic and he opened my eyes to various different perspectives, and I am extremely grateful for all his insights and support.

Last but not least, I would like the rest of the DK family for helping me and making my stay an enjoyable one.

Yours sincerely,

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Name: Wong Tze Kit (Keith)

Institution: Ngee Ann Poly