

09:PGT.008

MS. PATTARAPON BOONJUNG (Maew)

Maharakham University

Period of Training: 16 March 2009 – 29 May 2009

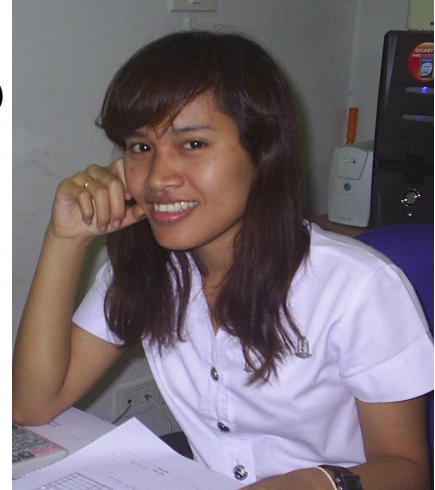
Personal Information

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Sisaket 33150 Thailand

Contact No.: 083-3475781

Birth date: 09 March 1987

Email Address: boonjung_p.m@hotmail.com

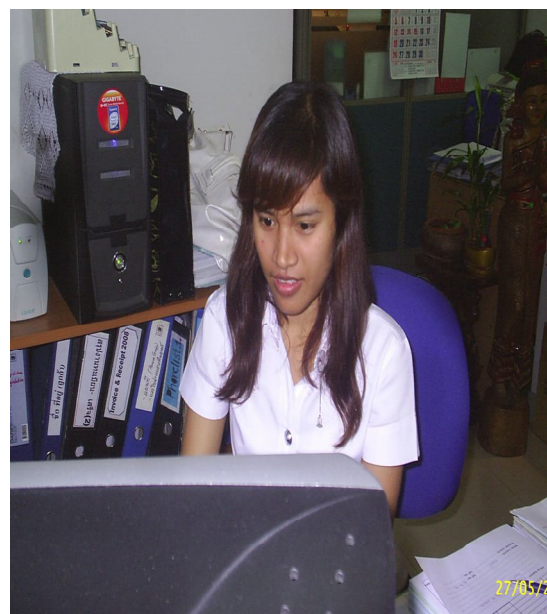


RESPONSIBILITIES:

Maew had her training with the Accounting Team under the supervision of Ms. Siriporn Muangbanchong. Her trainer is Ms. Panida Wichit. Her main responsibilities focused on the accounting of client company's accounts. Aside from accounting, part of Maew's training is to visit and file the documents at Ministry of Commerce and the Revenue Department.



Bookkeeping



Key in software



The above photos shows Maew with her trainer, Ms. Panida Wichit giving her instructions on preparation of details and reconciliation, preparation of monthly tax and keep in file and issue/dispatch, draft of financial statements and preparation of the supporting documents for submission to the Ministry of Commerce and Revenue Department.



Maew with the Audit Supervisor,
Ms. Siriporn Muangbanchong



Maew and other trainees with
the staff under the Accounting Team

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Maew and other trainees Pui and Tik
with the Assistant Manager, Ms. Chontira Musikaew



Maew and other trainees with
the Managing Director, Mr. Prasert Poothong

29 May 2009

Ms. Pattarapon Boonjung
179 Moo 1 Tambol Pri, A. Kunhan,
Sisaket 33150 Thailand

Dear Ms. Boonjung,

We thank you for rendering your internship training in Panwa Group of Companies. For the past 2 months, we acknowledged your dedication, perseverance and cooperation in doing such responsibilities as part of your training. Indeed, we really appreciated your presence here in our company not only as a trainee but also as part of our team and family. The friendship that you built with our team will always be remembered.

We wish you good luck in your next endeavor. We are also looking forward to your success in the future.

Yours truly,



Mr. Prasert Poothong
Managing Director
Panwa Group of Companies
C.P.A. (Thailand) 5741