

**BOSCH**

Bosch Limited
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Bangalore - 560 030
India
www.boschindia.com

30.03.2016

Fax :

Date

Your ref/date

Our ref

TO WHOMSOEVER IT MAY CONCERN

Poornima Rajasekar was Management Trainee for Corporate Communications at Bosch Ltd. As her reporting manager it gives me pleasure to express my satisfaction with the quality of work and professionalism she displayed during her time with us from 05.01.2015 till date.

As a trainee, Poornima did an excellent job and was an asset to our organization during her tenure with us. She has demonstrated the ability to work under pressure and to plan and organize successfully to meet deadlines. She was a quick learner, as was evident given the diverse projects she handled under the gambit of Corporate Communications.

Her close attention to detail has resulted in meticulous work that met our expectations. Her strong interpersonal and communication skills have allowed her to develop good working relationships with both her colleagues and management. I'm sure, the Corporate Communications team would join me in commending her as an excellent team player, a hardworking, diligent and sincere individual.

We wish her all the best and success in her future endeavours.

If I can be of any further assistance, or provide you with any further information, please do not hesitate to contact me.

Yours truly,



Sujit Nayak
General Manager,
Head of Corporate Communications,
Bosch Ltd.