Abstract

I have completed my internship for the duration of seventeen weeks at Enkei Thai Company Limited. The Company is located at Bangsaothong area near Suvarnabumi Airport. It is a part of my bachelor's Degree requirement. My responsibilities were to answer phone from customer, copy of documents and filing control, update profile of customer, translator and come time customer had problems. My duty was I had to fix and take care of the customer and document as best as I could best. In this internship report I have described my experience and responsibilities with easy sentences to understand. I hope my experience of internship in this report would bring success.

SPU CHONBURI