Abstract

I am a bachelor's degree student majoring in English for Business Communication at the School of Liberal Arts at Sripatum University - Chonburi Campus. I have completed internship with a duration of ten weeks at The Loft Seaside Sri Racha. It is located at 18 Jermjomphol, Soi Laemkate, Sriracha, Chonburi, Thailand. The reasons I chose to do my internship there was because I heard its reputation though the website and there are many foreigners staying there. Therefore, I wanted to improve my English skills and I wanted to know the system of the hotel.

My position was a Front Office service and in this report I have included my working experience during the period from January 13, 2020 to March 18, 2020. The report will show my internship duties at The Loft Seaside Sri Racha. This report includes my responsibilities of training and experience of work, the problems that I faced and how I solved them. I hope this report would help share my workplace that looks good as a place for everyone. I tried to write my reports with simple sentences to understand easily. I hope my experience of internship in this report would bring ideas to others.

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