

Letter of Reference

Mr Arthur Présent, born on May 24, 1998, worked as a working student in our company from October 17, 2023 to March 31, 2024 in the Travel & Logistic division.

As part of this job, Mr Présent was responsible for the following tasks:

Project support

- ITB Berlin Blogger Base: Coordination with various teams regarding lounge construction and equipment, coordination with lounge sponsor, support in organising a networking event

Event marketing tasks

- Newsletter creation & dispatch to various ITB target groups
- Content maintenance and graphics creation for the ITB Berlin website (FirstSpirit & Canva)
- Support of the social media team on site: creation of photo material
- Work as an interface to interdisciplinary teams from the Marketing & Operations departments

All activities were carried out using Microsoft Office programmes (Word, Excel, PowerPoint), First Spirit, Canva & SharePoint.

Mr Présent impressed us with his wide-ranging good specialist knowledge, which he was always able to apply confidently and in a target-oriented manner in practice. Mr Présent was open to new experiences at all times and always willing to learn new things. He always demonstrated resilience even in highly stressful situations.

He carried out his tasks diligently and responsibly. He was conscientious and worked quickly. Mr. Présent's working style was consistently characterized by trustworthiness and reliability.

After a period of familiarisation, he was able to find good solutions and achieved satisfactory work results at all times. Mr Présent was a valuable student trainee in every respect, and we were always fully satisfied with his work.

Mr Présent was always polite and friendly. His conduct in the presence of his line managers, colleagues and business partners was faultless at all times.

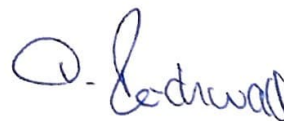
The employment contract will be terminated on the initiative of Mr Présent on 31 March 2024, which we regret. We would like to thank him for his consistently good performance and wish him all the best and continued success in his future career and private life.

Berlin, 31 March 2024

Messe Berlin GmbH



Lisa Klimke
Head of Content & Community | ITB Berlin
Travel & Logistics Division



Tamara Reichwald
Human Resources Officer
Human Resources Division