Demo Daten GmbH

Genslerstraße 84

13359 Berlin

{{first\_name}} {{last\_name}}

{{Street and house number}}

{{Postcode}} {{City}}

{{location (letter\_heading)}}, {{document\_date|F j, Y}}

**Student internship certificate for {{first\_name}} {{last\_name}}**

{{first\_name}} {{last\_name}}, born on {{Birthday}} in {{Place\_of\_birth}}, completed a student traineeship with our company's {{department}} department from {{hire\_date}} to {{termination\_date}}.

{{first\_name}}’s tasks included the following in particular:

* {{Task 1}}
* {{Task 2}}
* {{Task 3}}

[[**Evaluation of motivation**

[**Excellent**: {{first\_name}} consistently demonstrated high motivation and outstanding commitment, including beyond standard working hours.]

[**Good**: {{first\_name}} demonstrated high motivation and commitment, including beyond standard working hours.]

[**Satisfactory**: {{first\_name}} demonstrated high motivation and good commitment, including beyond standard working hours.]

[**Adequate** : {{first\_name}} completed ||his|her|their|their|| tasks with appropriate commitment in keeping with our expectations].

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[[**Evaluation of work results**

[**Excellent**: {{first\_name}} consistently exceeded the agreed sales target by a considerable margin. ||He|She|They|They|| always completed ||his|her|their|their|| tasks with excellent results in both qualitative and quantitative terms.]

[**Good**: {{first\_name}} mostly exceeded the agreed sales targets. ||He|She|They|They|| always completed ||his|her|their|their|| tasks with good results in both qualitative and quantitative terms.]

[**Satisfactory** : {{first\_name}} worked to autonomously set targets and achieved good results].

[**Adequate**: {{first\_name}} achieved set targets at a satisfactory level.]

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[[**Evaluation of conduct**

[**Excellent**: {{first\_name}} was a widely appreciated and popular employee. ||His|Her|Their|Their|| conduct in relation to ||his|her|their|their|| supervisors, colleagues and clients was at all times exemplary.]

[**Good**: {{first\_name}} was appreciated as a popular employee. ||His|Her|Their|Their|| conduct in relation to ||his|her|their|their|| supervisors, colleagues and clients was good at all times.]

[**Satisfactory**: {{first\_name}} was appreciated as a popular employee. ||His|Her|Their|Their|| conduct in relation to ||his|her|their|their|| supervisors, colleagues and clients was good.]

[**Adequate**: {{first\_name}}’s conduct was fine. ||His|Her|Their|Their|| conduct in relation to ||his|her|their|their|| colleagues was appropriate.]

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[[**Concluding phrase**

[**Excellent**: We are very sorry to lose {{first\_name}} and would like to thank ||him|her|them|them|| for ||his|her|their|their|| valuable contribution. We wish ||him|her|them|them|| every success and all the best for ||his|her|their|their|| future, both professionally and personally].

[**Good** : We regret that {{first\_name}} has decided to leave our company. We would like to thank ||him|her|them|them|| for ||his|her|their|their|| extraordinary commitment, ||his|her|their|their|| valuable cooperation and the pleasant collaboration. We wish {{first\_name}} all the best for the future, both professionally and personally].

[**Satisfactory** : We would like to thank {{first\_name}} for ||his|her|their|their|| service and wish ||him|her|them|them|| all the best for the future].

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Berlin, {{document\_date|F j, Y}}

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{{supervisor\_first\_name}} {{supervisor\_last\_name}}
{{supervisor\_position}}