

Name: Ti, Tang Thi (Miss)

Age: 28

Education: Secondary

English: Good

Position: Has been a secretary and administrative assistant in a Prefecture handling correspondence concerning water supplies but will be moving over to the Ministry of Finance.

Purpose: She wants to interne in office management procedures especially those relating to financial operations. This would involve observation of forms, records, filing, accounting machines and equipment, etc. She has expressed a desire to obtain this experience at General Services Administration, the Treasury Department or both. In addition, there is indication that her role with the Ministry of Finance may be related to procedures involving international exchange and control. If there is time available perhaps she could be placed in a bureau e.g. Office of International Finance at the Treasury which deals with currency regulations, exchange rates, international handling of precious metals, etc. Miss Ti is a serious and mature participant. Her general level of intelligence is very impressive.

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Miss Ti is a serious and mature participant, and her English is good. ~~She is 28, she has completed her high school diploma, although her general level of intelligence is very impressive.~~

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