

**MEMORANDUM**

**UNFORGETTABLE ORGANIZATION**

Dedicated to 5<sup>th</sup> year anniversary of Portcoast Consultant Corporation

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The constructions of infrastructure are necessities for developing countries. Among these countries, Vietnam is one of rapid developing country in Southeast Asia. Port and Waterway structures are vital role in Vietnam as it has long coastal line which is the main gate for Transportation along the South China Sea. Today, many local and international companies are invested in this economic zone as the port and waterway projects. Most of these projects are consulted by Portcoast Consultant Corporation, largest consultant company in Vietnam. I am working as an engineer for such kind of great company.

I have been working for nine months and I have collected many office experiences. I was graduated in 2007 for B.E Port and Harbour Engineering. As a fresh engineer, working in Portcoast is a priceless opportunity. There are many reasons to state it. Regarding to technical view, designs and consultations of Portcoast has been standardized with British Standards, American Society for Testing and Material and other reliable standards accompanied with Vietnamese standards. BS and ASTM are worldwide international standards which are used as design basis and construction references. Because Portcoast is a consultant company, the Clients are advised of the best solutions and both local and international contractors are guided to stay on track in order to meet the required schedule and quality. Many local projects including the most famous and biggest projects in Vietnam, such as Quan Chan Bo Bypass Canal Project, Formosa Son Duong Steel Mill Project, Port Developing System of Thi Vi River, are being consulted by Portcoast in closely corporation with international consultant companies, Royal Haskoning, CECI, DHI, Berger Abam, Inros-Lackner. Needless to say, these are the reflections of good management and qualified employee.

I belong to Structural Engineering Department which takes the main responsibility for designs. Therefore, I have valuable chance to learn many things relating to construction design such as Piling, Reinforcement Concrete Design, Structural Steel Design, Soil Improvement, Pavement Structures and many other essential interesting designs. In our department, we have a good team to process the designs quickly and efficiently as a result of nice experience and talent. Besides my department, there are four technical departments, Foundation Department, Project Planning Department, Riverine and Coastal Department and Quality Control Department which are essence of Portcoast. Moreover, Site Consultant Team, Administration Department and Financial Department are maintaining stability of Portcoast operation. There are many subsidiary companies in which some are supporting PCC while some are improving in parallel with main company. Another respectful system is that Portcoast always search the most reasonable answers with the advisors who are technical experts in each field.

Most significant one of working environment is friendship. As soon as I came to Portcoast, the senior staff were so warmly welcome and helpful to me. Therefore,

it is satisfying to work with them and some staff who have been employed soon after me are also friendly. Although I am away from motherland, my home and my family, I don't feel any worry for personal life because of these good friends. Everybody who works for Portcoast will be touched friendliness and unhide sharing. Furthermore, the comfortable accommodation is provided for the staff because most of them are from other provinces. Other cheerful facility program is providing as well like Saturday Football program.

In 2009, Portcoast has been five years experience as a consultant. For this successful event, there shall be 5<sup>th</sup> year anniversary ceremony, which could strengthen our unity. Although we are usually busy like bees, it shall be fantastic relaxation for all members. The meeting, interview, music contest, and interesting lottery shall be held with the attractive prizes and gifts. When the night falls, the party shall be celebrated for both anniversary and New Year. We can imagine faces of all members shall be proud of their satisfactory job.

In conclusion, at the end of year 2009, I would like to congratulate for five years great successive images with my memorandum and wish for my admirable company that "May PORTCOAST be one of the best consultant companies around the world forever". No one can predict the future. Nevertheless, I have decided to work passionately with full concentration for my lovely company as long as I am part of it.