

To whom it may concern:

When Eva Muhr asked me if I would write a letter of recommendation for her, I didn't hesitate. This letter was easy for me to write.

Please accept my letter of recommendation for Eva Muhr.

From February through August 2013, Eva was an intern at our corporation, Cash Technologies, Inc. I have been her direct supervisor during this time.

Eva fulfilled employment responsibilities with little supervision. The intern position required interaction with the public, as well as the ability to liaise between different departments. Her success was dependant on strong communication and interpersonal skills.

Eva showed good knowledge of business terms and was eager and quick to learn when she came across obstacles. Her very diligent work ethic was much appreciated especially when project deadlines came close. Eva was also a very likeable and loyal colleague. She integrated quickly into our team and gained everyone's trust and respect by constantly delivering quality results. Eva's ability to effectively manage her time has lead to her projects always being completed on time and as always, to a high standard.

Eva thrives on challenge and blossoms when given assignments that utilize her analytical and creative talents. She is highly motivated and driven by a need to succeed. She completes her tasks quickly and efficiently with enthusiasm and a smile on her face. She inspires others with her friendly demeanour and positive attitude.

I have absolutely no doubt Eva will be a valuable asset to the company fortunate enough to hire her.

I am happy to act as a reference for Eva and can speak to her skills, work ethic, computer literacy, and professionalism. Please feel free to contact me should you require further information.

Sincerely,

Wendy Haviland

Los Angeles, September 2013