Smith Laurent

Programs Officer

XYZ Ltd

512 Business Street

Clayton, CA 16213

May 7, 2021

Lionel Rich

Human Resource

Buck Eye Ltd

512 Lone Street

Philadelphia, PA 05162

Dear Rich,

I've had the honor to work with Tim Rose at the XYZ's Ltd Programs Department for the past five years. Having served at XYZ for 11 years now and worked with many professionals, none of them matched Tim's program management skills. He always showed outstanding work ethic, problem-solving skills, the ability to manage numerous projects, and meeting set deadlines.

As much as he was my coworker, I managed to learn a lot from the way he does his work. He would first seek to understand the nitty-gritty of the company's programs, then liaise with relevant stakeholders before coming up with execution plans. That way, he made sure everything ran smoothly. At one time, he managed to single-handedly organize an international event that made the company receive praise and attracted more clients.

To add to his professional performance, Tim is also a humble individual, a team player, and a natural leader. He is always upbeat and willing to help his colleagues to complete their tasks successfully.

I highly recommend Tim for the Programs Manager position at your company. He has never been disappointed in the roles he had before, and I believe he will also excel at Buck Eye Ltd. If you'd like to discuss more about Tim, please call me at 262-626 9262 or send an email at smith.laurent@xyz.com.

Sincerely,

Smith Laurent