

May 10, 2011

To Whom It May Concern:

It is with great privilege that I write this letter as a professional reference and recommendation for Adam Halemano. Adam's professional demeanor, enthusiasm, and communication skills are just some of the traits that I admire most in him. In the entire 13 years that we've worked together, he has consistently demonstrated all of these qualities and more, and I heartily endorse him for any position.

Adam is an independent, self-directed person who is able to communicate effectively, not to mention dedicated, reliable and eternally upbeat. He multitasks effectively and is able to handle a high-volume workload. His ability to calm frustrated employees that seek his assistance is unparalleled, and it is because of his excellence in the Information Technology area that more and more employees ask for him for technical support rather than seek help from other technicians.

Of particular value to me as a co-worker is Adam's team player mind-set, unwavering commitment, enthusiastic embrace of change, and ability to work with minimal supervision. He is organized and diligent. He regularly receives unsolicited praise from other employees commending his outstanding level of service, professionalism and follow-through.

Adam is a hardworking, top-performing IT professional. While his job performance is nothing less than stellar, more importantly, he has become a friend to many of us for his positive attitude and humor. He has my highest recommendation, and I would be more than happy to furnish more details, if necessary.

Very truly yours,


Mariele Pascual-Lee
Manager, Administrative Services