

August 10, 2017

To Whom It May Concern:

I would like to recommend Amy Cabañas as a candidate for a position with your organization. In her position as our Marketing & Communications Specialist, Amy was employed in our office from 2016-2017.

Amy did a terrific job in this position and was an asset to our organization during her tenure with the office. Amy has excellent written and verbal communication skills, is extremely organized, and can work independently. Amy produces a high volume of work while consistently maintaining high standards for quality and accuracy.

Because of her effectiveness, Amy became the Online Marketing Intern's Supervisor. Amy effectively scheduled and managed these interns to maintain an efficient online operation. Amy went above and beyond in that assignment, as she does in all tasks.

Amy was always willing to offer her assistance and had an excellent rapport with clients, employers, and other professional organizations. Her ability to effectively communicate with all these people via email, on the phone, and in person made her a a great asset to our office.

I volunteered to write this recommendation for Amy because I am very grateful for her contributions to MEDINEXO and very confident that she has the intelligence, work ethic, and communications skills to add value wherever she works.

She would be an asset to any employer, and I wholeheartedly recommend her for any endeavor she chooses to pursue.

If you have any further questions, please feel free to contact me at <u>jorgetoro@medinexo.com</u> or call me at (314)662-4498.

Sincerely,

President & CEO

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