

National Bank

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To Whom It May Concern:

I'm writing to recommend Clayton Anderson, an analyst with our company since June 2003. I have had the opportunity to directly supervise and observe Clayton in action for more than three years.

Clayton has taken the initiative on numerous occasions and volunteered to take on increasingly complex assignments during his tenure with our company. His responsibilities have included data analysis, technical and business requirements definition, project management, customer service, and providing leadership to new analysts.

Clayton would be an asset to your company for the following reasons: Clayton's overall productivity, ability to meet deadlines, and quality of work often exceeds expectations. Clayton has several additional characteristics that make him stand out from his peers: He has excellent analytical and technical skills; his demeanor at work is professional; he has strong leadership skills; and he keeps up-to-date with the latest technologies.

Clayton has consistently demonstrated the intelligence and competence to take on any number of complex assignments. While managing a major application upgrade, he kept management informed of the major developments and issues that arose. He also maintained a healthy, productive team environment; consistently met project milestones; and stayed within budget.

Without hesitation, I enthusiastically recommend Clayton Anderson and believe any company would benefit from his skills and professionalism.

Sincerely,

Barry Wilson
CEO, National Bank