

April 23, 2007

Dear Sir or Madam:

It would be my greatest pleasure to offer a reference for Mr. Matthew David with whom I worked from November 2001 to April 2004. I first supervised Matthew in his capacity as Approvals Assistant when I accepted the position of Serials and Acquisitions Department Head for DePaul University Libraries.

I would be more than willing to provide in-depth comments on Matthew's professional qualifications in any capacity you require. I would not hesitate to recommend him as an exceptional employee and co-worker. I also would not hesitate to rehire Matthew. Matthew's communication skills, personality and competence to work both independently and as a team were very highly valued and appreciated. His ability to supervise others, solve problems, and motivate staff was outstanding.

I was very sorry to lose such a valued employee but was thrilled by his pursuit of a second graduate degree. I wish him all the very best in his future endeavours.

Please do not hesitate to contact me by phone, letter or e-mail (parvati@ca.inter.net) for a very strong, positive, detailed and solid recommendation in whatever form you deem necessary.

Sincerely,



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