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To Whom:

I am writing this letter of recommendation with regards to Michael O'Brien. I have known Mr. O'Brien for four years. He first came to me as a much valued employee. Even though he chose to leave us for educational reasons he is still considered a much valued friend. During the time Mr. O'Brien worked for me I found him to be a professional minded individual. He showed an exemplary level of maturity. Mr. O'Brien could always be counted on in an emergency. He was both dependable and responsible. I found him to have a fantastic sense of decorum when dealing with both guests and fellow employees. He was resourceful and always found ingenious ways to problem solve. Mr. O'Brien is capable of thinking outside the box and seeking out solutions and compromises which allow all parties to be satisfied.

It is my personal belief that he is an exemplary employee and an asset to any position he maintains. He has both the ability to be compassionate and the strength to be firm. He knows when to push an issue and when to walk away. I found these strengths invaluable while he was employed with me. I think he will be successful in all that he does. Mr. O'Brien has a thirst for knowledge which has him constantly seeking new avenues of learning. He gives 110% in any endeavor which he pursues. I have no doubt that he will be a highly valued and indispensable employee for your business.

Sincerely,



Erin L Castle
Assistant Manager, University Inn
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