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October 2, 2018

Emma Johnson

Owner

CaFé Bistro

72 Dock Street

Pacifica, Oregon q7233

Dear Ms. Johnson,

Daniel Williams worked as a sewer and manager at Central College’s student cafe under my

supervision For seven semesters, beginning in Spring 2015.

Over that time, I was consistently impressed with his customer service and people management skills

as well as his dedication and good humor. I’ve oFten said that if I could clone Daniel, I’d never have to

worry about staffing problems again. He’s a truly yiFted sewer, Fast on his Feet and able to remember

complicated orders without using an order pad.

He’s also an innovator. Thanks to his suggestions, we revamped the cafe menu last year to Focus on the

most popular dishes and dropped some expensive, time—consuminy menu items. The result was a 10

percent increase in profits.

Our customers love him. More than one has suggested that Daniel become a “super senior,” so that he

can stay with us next year. Alas, he’s graduating on schedule, with highest honors and a boatload of

references to attest to his skill, hard work, and talent. I’m honored to be one of them.

I enthusiastically recommend Daniel For the position of sewer/vnanayer in your cafe. IF you have any

specific questions about Daniel’s experience and skills, I’m happy to help. Please call me at

555—555—5555.

Sincerely,

Brian Smith

Student Coordinator

Central College Cafe

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555-555-5555