



EDINBORO UNIVERSITY
OF PENNSYLVANIA

Human Resources and Faculty Relations Office
Edinboro, PA 16444-0001
Phone: (814) 732-2703 or 732-2810
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March 20, 2006

To Whom It May Concern:

It is my pleasure to be able to provide a letter of recommendation for John Halmi. John was a graduate student in the Human Resources and Faculty Relations Office, Edinboro University of Pa., for one and a half years. I have always found John to be a serious and conscientious student. He is intelligent, a gentleman of highest integrity and has a most pleasing personality.

Through his duties and responsibilities within the Human Resources and Faculty Relations office, he has shown great organizational skills and his ability to work in a diverse environment. He has demonstrated excellent ability in many human resource elements. He was able to complete all tasks assigned in an efficient manner. His productivity was excellent in both quantity and quality. I always found John to be eager to learn new skills.

I would also like to state that John is very active within the Edinboro and Erie Communities volunteering his time and many talents and he is able to balance a heavy work/school/life schedule.

I offer the highest of recommendations for John Halmi and have no reservation in doing so. I believe John will be successful in any enterprise in which he engages. I would encourage you to consider his application for employment very seriously. Please feel free to contact me if I can provide further information.

Sincerely,

Janet E. Dean
Associate Vice President for
Human Resources & Faculty Relations

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