

James E Cooper
500 Nicolas Pl
McDonough, GA 30253

To Whom It May Concern:

It is with great privilege that I write to you in recommendation of Brenda G. Reed. I have known her for over 9 years and know that she's a terrific micro systems specialist. As Manager of Watershed's Information Technology department, she has worked with me for 7 years and for me the last 2 years. Brenda joined our organization as an entry-level administrative assistant. Demonstrating an incredible initiative and a strong dedication, she moved up the ranks quickly. In her current position, her responsibilities include trouble shooting systems failures, preparing computer equipment relocation and configuration designs, providing technical support to county departments in researching, as well as planning and directing the development of short term and long term computer application solutions. During her time here, she has had an amazing impact on the customer service relationship between our department and our end-users. Brenda is highly respected by her co-workers for her willingness to help anyone anytime she can. She is very well organized, diligent in her paperwork, easily reachable, and always on time. Brenda's sensitivity, diligence, energy and professionalism make working with her a joy. Brenda leads by example and many people here find her enthusiasm and dedication both inspiring and motivating. I highly recommend her as a welcome addition to the program.

Sincerely,

A handwritten signature in black ink that reads "James E Cooper". The signature is written in a cursive style with a long, sweeping underline that extends to the right.

James E Cooper