



Angela Allen Matthews, Director of Technology Services
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To Whom It May Concern:

It is with pleasure that I recommend Cathleen Ash for a position with your company. I have worked with Ms. Ash for almost three years in Manor Independent School District, where she serves as the librarian/media specialist at the high school.

During the time that I have known Ms. Ash, her strong work ethic and leadership skills are the personality traits that I have come to admire the most. She is always punctual and diligent with any task that she undertakes. She works well with groups of people as well as independently. She is very high energy, creative and self-motivated. Cathy is very technology literate. She is able to learn new software programs easily and help others understand how to use them. Cathy always has a positive, cheerful attitude, which contributes to a positive work environment.

My experience with Cathy gives me the confidence needed to state that she has the skills necessary to be an asset to your company. I highly recommend Ms. Ash.

Sincerely,

Angela Allen Matthews