

To Whom it May Concern:

This letter is to recommend [STUDENT NAME] for a position with your organization.

I have the pleasure of knowing [STUDENT NAME] as she was part of sewing course offered through the high school as an afterschool program. During that time, [STUDENT NAME] dedicated extra hours to learn the tricks of the sewing trade. She was always thoughtful and creative on each assignment. [STUDENT NAME] was also very effective at helping other students. [STUDENT NAME] is an intelligent and extremely talented individual. She has been a lead director in many of the school plays and students voluntarily look to her for guidance.

Additionally, as I became to know [STUDENT NAME], I discovered that she was not only taking courses from the high school and directing a play, but that she was also taking additional courses from Shasta College. In the upcoming month, [STUDENT NAME] will be supporting our Career Technical Education by filming guest speakers and organizing their videos in order to broadcast to all of our students.

[STUDENT NAME] is extremely motivated and is persistent in her goals.

I recommend [STUDENT NAME] highly without any hesitation. She is an excellent choice for your employment consideration.

If you need additional information about [STUDENT NAME], I can be contacted at (530) 529-8905.

Sincerely,

Lynette Corning, M.Ed.
CTE Director, Red Bluff High School