



3<sup>rd</sup> February 2011,

**To Whom It May Concern:**

This reference letter is provided with the written authorization of **Aneesa Miller**. The information contained in this letter is confidential and should be treated as such.

**Aneesa Miller** has been employed by our company since January 2007 to February 2011. She worked as a **Senior Marketing Manager** and **ESL Instructor**.

Her responsibilities included the acquisition of new business contracts, maintaining existing contracts, managing staff, marketing, advertising, researching and implementing trends in education as well as teaching Business English as an ESL Instructor.

It was a pleasure to work with **Aneesa**. She interacted well with co-workers, was always very reliable, a good communicator and a creative problem solver. She always showed good judgement and has exceptional skills in business.

We wish her success in her future endeavours.

If you would like to discuss this further, please feel free to contact me at [hr@berkley.co.za](mailto:hr@berkley.co.za).

Sincerely,

A handwritten signature in black ink, appearing to read "Shaun Matthews", written over the word "Sincerely".

**Mr. Shaun Matthews**  
**HR Manager**