

To Whom It May Concern:

I am writing this recommendation on behalf of Melissa Barker who has applied for a position within your organization. I have known Melissa for over two years. I am her academic advisor, and have taught her in one course. Melissa has demonstrated a strong commitment to her studies and to the pursuit of her degree in Public Relations. As you will note from her transcript, she has achieved high academic excellence throughout her academic career. She has made the President's Honor Roll every semester of her college career. She has taken challenging courses and has successfully completed her degree in a short period of time.

Melissa has actively pursued and participated in a variety of activities that have allowed her to showcase her intelligence and talent as a communications professional. She has published articles and has a forthcoming textbook on internet research. In addition she has done volunteer work for the Girl Scouts of America, producing a variety of Public Relations pieces. She has also completed an internship for the Virtual Public Library where she continued gaining experience in the writing and Public Relations fields. These are impressive accomplishments, indeed.

Melissa possesses excellent communication skills. As a student in my Advanced Public Speaking class she always chose interesting topics and presented herself in a confident and professional manner. She is extremely well organized and motivated. Students like working on group projects with her because they know the job will get done and it will be done well. I would say that she is definitely self-motivated and can work independently as well as with others.

From what I have seen from Melissa's academic record, her record of service, and the honors and distinction she has achieved over the years she would be an asset to any organization fortunate enough to have her join their team. Please feel free to contact me should you need any other information.

Sincerely,



Colleen McMahon
Associate Professor of Communication Arts
Gonzaga University
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