

May 30, 2019

Re: Letter of Recommendation for Adam Cromer

To Whom It May Concern:

It is a pleasure to provide a letter of recommendation on behalf of Adam Cromer. I have had the privilege of working with Adam for the past two and a half years, the last two years as his direct supervisor. Although I would be very sad to lose him, I recognize he is underutilized in his present position. He has my full support in pursuing a position that better meets his career goals and utilizes his education, experience, interpersonal skills and abilities.

From the second he started at Utah Transit Authority, I recognized his exceptional interpersonal and customer service skills. I have seen him on numerous occasions interact with an angry customer and quickly diffuse the situation. He maintains composure, listens and responds respectfully. He has an admirable work ethic and is a fast learner. He is well liked by co-workers, is a great team player, and cheerfully takes on added assignments that are completed quickly and efficiently. His ability to multi-task is exceptional.

Adam's work ethic, ability to learn quickly and take on new challenges, along with his exceptional interpersonal skills, will serve him well in any position he may be seeking. I can state unequivocally that any employer would be very fortunate to have him as an employee. I am confident that given the opportunity, he will surpass your expectations.

Sincerely,

Debbie Smart
Customer Service Supervisor

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