

**ITT Technical Institute** 

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January 14, 2013  
To Whom It May Concern  
RE: Jessica Garcia

I am writing this letter of recommendation for Jessica Garcia. I have known Jessica for almost a year. I have gotten to know her as a faculty member, and eventually, as our lead instructor, where I interact with her as the school's dean. Through her behavior, I was quick to identify her as an instructor dedicated to her job, due in part to her perspective and her rapport with her fellow employees, which impressed me immediately. Over the period I have known her, Jessica has consistently demonstrated her dedication to her students. I do fervently believe that students who have worked with Jessica will attest that she is an upstanding person and great teacher and someone who cares.

Jessica is well organized, proficient, extremely competent, and has a brilliant rapport with people spanning all ages. She has brilliant interpersonal and communication skills, both written and verbal. She has consistently impressed me with her dedication to her job. She has also demonstrated empathy and compassion for those students that encounter difficulties. She makes a special effort to assist these students when they desperately require help.

Having said all this, I am unable to think of anything negative when it comes to Jessica Garcia. I feel these attributes demonstrate someone with an exceptional character. Hence, I would like to conclude by saying that Jessica is a good, well-balanced and trustworthy person. Having known her, I believe myself to be in a position to provide you with a true evaluation of her character.

Should you have any queries, or find me of any further assistance, kindly do not hesitate to contact me using the email above. I am the dean of the academic affairs apartment, at the Phoenix West Campus.

Sincerely yours,  
Dean Allen Spector



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*Signature*