



April 3, 2025

To Whom It May Concern,

I am writing this letter of recommendation on behalf of Wendy Alli, who was an employee of ours for 15 years. Wendy came on board in 2008 as our Conference Coordinator. Due to her strong work ethic and high level of commitment to the job, Wendy eventually made her way up the ranks to Operations Manager.

Wendy got our company through some very difficult times. In 2020, one of the two founders of our company passed away unexpectedly. Two years later, the other founder had a brain aneurysm that took her completely out of commission. If not for Wendy, we would have had to close our doors. Instead, Wendy took the bull by the horns and practically ran the entire company all by herself. She threw herself into the role 110%, roping in sales from every direction, while successfully running the day to day, and doing all of the administrative work that the founders did before her. She kept our ship successfully pushing on through a difficult storm.

Wendy is an exceptional candidate who possesses all the necessary skills, qualities, commitment and determination to excel in any job you may be considering her for.

Sincerely,  
Sheila Hughes, Vice President

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