

Sept 30, 2022

To the Hiring Manager or to Whom It May Concern,

I am thrilled to write this letter of recommendation on behalf of Sandra Ulikowski for a graphic design teaching position. I've known Sandy for almost four years. Our professional relationship began in 2019 when we worked together at Lintons Food Service Management. I served as a Marketing Associate and Junior Designer, and she was the Lead Graphic Designer and Marketing Manager. During this time, she offered constructive criticism, guidance, and technical skills that helped me grow as a designer, ultimately leading to a new, more challenging opportunity. I can assure you with the utmost certainty that Sandy is an incredible teacher.

Sandy has the ability to recognize unique strengths in others and offers fair, but positive feedback and words of encouragement to grow those capabilities. She demonstrated this skill consistently through challenging me with new, more detailed projects, and would often teach a new technical skill such as tricks in InDesign or Photoshop, allowing me to produce work more quickly and effectively. When Sandy decided to leave Lintons to pursue this new journey in education, she provided detailed instructions that allowed for a seamless transition as I assumed her job responsibilities.

Sandy's background in marketing adds to her qualifications as a teacher. She is an effective communicator, providing the copy and art direction for a mid-sized food service company with over 40 locations. Incredibly skilled, she elevated the brand with a new logo, updated typography, and an effective color palette. She demonstrated her knowledge in both print and digital design by producing the company newsletter from conception to final distribution with print vendors and email platforms.

Sandy's empathy as a manager made working with her not only a learning experience, but a joy. She is patient, a good listener, and a kind colleague. I always felt comfortable coming to her with questions and could count on her to help with any issue that may arise. She has continued to support me as a mentor, helping me prepare for graduate school and encouraging me to pursue new challenges.

Sandy Ulikowski will certainly add value to your school as a graphic design teacher. I offer her my highest recommendation and know you will benefit from having her on your staff. If you have any follow-up questions or need more information, do not hesitate to contact me at 440-409-6903 or kaitleenfoley@gmail.com.

Sincerely,

A handwritten signature in cursive script that reads "Kaitleen N. Foley". The signature is fluid and elegant, with the first and last names being more prominent than the middle initial.

Kate Foley
Multimedia & Graphic Designer
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