

Lester Warby III
Former President & CEO
STAR Financial Credit Union
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June 19, 2023

To Whom it may concern

Subject: Letter of Reference for Lauren Webster

Dear Hiring Manager,

I am writing this letter to provide a strong, positive reference for Lauren Webster, who served as my Human Resources and Executive Assistant at STAR Financial Credit Union. It is with great pleasure that I wholeheartedly recommend Lauren for any position or opportunity that aligns with her exceptional skills, dedication, and professional demeanor.

During her tenure at STAR Financial Credit Union, Lauren consistently demonstrated outstanding proficiency in all her responsibilities, contributing significantly to our overall success. Her performance in both a Human Resources and as my Executive Assistant was exemplary, and she showcased remarkable adaptability, attention to detail, and excellent organizational skills. Lauren played a crucial role in streamlining and organizing our HR processes, effectively managing employee onboarding and offboarding, maintaining accurate employee records, and ensuring compliance with relevant employment regulations. She has an innate ability to navigate complex tasks with finesse and efficiency, consistently meeting deadlines and delivering exceptional results.

One of Lauren's most notable strengths is her exceptional interpersonal skills. She possesses a remarkable ability to establish and maintain positive relationships with colleagues, clients, and stakeholders at all levels. Her warm and approachable demeanor, combined with her exceptional communication skills, make her an asset in any professional setting. Lauren is a natural team player, always willing to collaborate and support her colleagues, fostering a harmonious work environment that cultivates productivity and creativity.

Throughout her time at STAR Financial Credit Union, Lauren consistently demonstrated strong problem-solving abilities. She possesses a keen analytical mind and an unwavering commitment to finding effective solutions to complex challenges. Her resourcefulness and ability to think critically allowed her to navigate ambiguous situations with ease, consistently achieving successful outcomes. Lauren's sharp intellect and forward-thinking approach make her an invaluable asset in any professional setting.

Moreover, Lauren's work ethic and dedication are truly remarkable. She is highly reliable, displaying a consistent commitment to excellence in every task she undertakes. Lauren takes initiative, going above and beyond her assigned responsibilities to ensure the smooth functioning of operations. Her willingness to take on additional responsibilities and her drive for continuous improvement make her an indispensable asset to any team.

In conclusion, I have no doubt that Lauren Webster will excel in any position she undertakes. Her exceptional skills, unwavering professionalism, and outstanding interpersonal abilities set her apart as an exceptional candidate. I highly recommend Lauren for any role that requires a dedicated, detail-oriented, and personable individual.

Please feel free to reach out to me if you require any further information or would like to discuss Lauren's qualifications in more detail. I can be reached at lesterw@shorelinecedar.com. Thank you for considering this strong letter of reference, and I have every confidence that Lauren will continue to achieve great success in her future endeavors.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Lester Warby III", written in a cursive style.

Lester Warby III