



ARIZONA STATE UNIVERSITY

December 16, 2015

To whom it may concern,

This is a letter of recommendation for Ashfaquul Haq. Ash was selected from a large recruitment pool to work as the Background & Fingerprint Check Analyst for the Office of Human Resources at Arizona State University (ASU). This position worked in conjunction with the WP Carey Fellows Program that sponsored an internship for students in the WP Carey Business School at ASU.

The objective of the position was to analyze the fingerprinting and motor vehicle background check process at ASU and make recommendations to improve them. Through the nine weeks of the program, Ash was very thorough and detailed in his analysis. I was impressed on his professionalism during his interaction with a variety of contacts and work environments. He interviewed vendors, ASU hiring teams, ASU HR representatives, and ASU departments in collecting his data.

At the completion of the program, he presented a report that was clear and concise in addressing the issues of the background check processes. His results presented three options to improve the process that showed insight into our budget, staffing, and timing needs. The written report was followed up with an hour long PowerPoint presentation. Ash's presentation was excellent. He addressed questions that should evidence of his understanding the process and the needs of our organization. We plan on implementing one of the three options.

I was very impressed by Ash. He displayed an aptitude of process mapping and chain management that I would expect from a seasoned staff member. I plan on keeping in contact with him and considering him for future employment. I would highly recommend Ash Haq as an employee.

Sincerely,

A handwritten signature in black ink that reads "Daniel Klug". The signature is written in a cursive, flowing style.

Daniel Klug
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