

December 01, 2022

Re: Claire Fleckney

To Whom it May Concern:

This letter is to serve as a reference for Claire Fleckney as acknowledgement of the superior work completed for me upon request. I am pleased to provide a reference letter on her behalf, and to share my observations of her professional and personal characteristics noted during our interactions.

Claire designed a website for me upon request, highlighting the products and services that I have available for my small business. During the process, I often did not know exactly what I needed, and Claire was extremely adept at interpreting my vague explanations and providing examples of how she would design those elements. I particularly appreciated the number of options that were provided, allowing me to select what fit best with my vision for my business. There were a couple of occasions where, as certain elements were being developed, I changed my mind about previously designed components, and Claire willingly changed those according to my new preferences, despite it taking additional time and considerable work.

Claire's strengths lie in her attention to detail and the high standards that she sets for the quality of the product. There were details included on the website that I—having no experience in this area—would not have thought of, but which greatly enhanced the usability of the site. She demonstrated excellent organizational and communication skills as evidenced by her quick responses to my inquiries and requests. She independently engaged in dialogue with me regarding her ideas, demonstrating initiative and a genuine desire to learn more about my business and my vision for how it was presented to customers. Her wholehearted engagement with me and my project indicates to me that she has a genuine interest in contributing positively to the experiences of others.

Thank you for the opportunity to provide this reference, and for your consideration of my comments. Please do not hesitate to contact me if further information is required.

Sincerely,

A handwritten signature in black ink, appearing to read "Bernadine Wojtowicz". The signature is fluid and cursive, with a large initial "B" and a stylized "W".

Bernadine Wojtowicz

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