

IRB- Brasil Resseguros

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Letter of recommendation

To whom it may concern;

It is my pleasure to recommend Mr. Antonio Manoel do Nascimento for admission to your Master program at your University.

I was his supervisor at IRB Brasil RE when he worked from May 19th, 2014 to May 18th, 2015 as an intern in our Operational Control Department, which is responsible for identifying operational deposits received by the IRB Brasil RE and conciliating them in its bank account using the SAP system.

During this period, Mr. Antonio has accomplished with excellency the given tasks below:

- Support in issuing financial controls
- Support in executing bank conciliation
- Access diverse data through the SAP system
- Support in elaborating documents, reports, spreadsheets and diverse forms
- Support in administrative activities
- Support in questioning through corporate e-mail about operational deposits received by IRB-RE

During his internship, Mr. Antonio has proven to be a reliable and friendly person, performing his tasks with proactive engagement and enthusiasm. Through his knowledge with Microsoft Excel he was able to provide a better and quicker way to organize all pending deposits within the Excel spreadsheet making it easier for his coworkers to identify and filter said information.

Therefore, I believe Mr. Antonio will perform noticeably in the chosen Master's Program and prove to be an important asset for your institution.

Yours sincerely,



Fábio Alves