

Clarke and Philips Insurance

1 The Street, London, AB12 3CD

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22nd April 2013

To whom it may concern

EMPLOYER REFERENCE: ANN OTHER

Ann Other was employed by us between March 2007 and June 2009 as a Junior Underwriter. Having started in a graduate role, Ann quickly demonstrated her competence and was promoted to Junior Underwriter after 6 months.

Ann always demonstrated commitment and enthusiasm during her time at the company, and her technical competence has always been evident. Ann also demonstrated that she is self-motivated, but also able to work as part of a team.

Ann demonstrated excellent organisation and prioritisation skills.

I would happily recommend her for any future role.

Yours faithfully

Clarke and Philips Insurance.