

February 24, 2012

To Whom It May Concern:

This document is written as a letter of recommendation for Mr. Tony Baltazar.

During his enrollment at ITT Technical Institute in San Bernardino, California, Mr. Baltazar has worked hard to achieve his good grades throughout the entire program. Mr. Baltazar has shown above average proficiency in Hardware and Software Concepts, PC Repair, Network Concepts, and Network Administration.

Mr. Baltazar has always been as asset to his team members as they worked on numerous team projects throughout the CNST program. His balance of intellectual and personal attributes will serve him well in the IT industry. He is patient, a good listener and a person of great integrity.

His combined interpersonal and technical skills will make him a valuable resource for any company lucky enough to hire him.

Sincerely,

A handwritten signature in blue ink that reads "Jim Mills" with a stylized flourish at the end.

Jim Mills  
District Lead Engineer  
ITT Technical Institute, San Bernardino