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May 2, 2014

To Whom It May Concern:

It is with great pleasure that I recommend David Vuong. The Multiple Sclerosis Society of Canada employed David in a co-op position as an Information Technology Intern from January 6, 2014 to May 2, 2014.

David helped the IT team on a number of important projects during his placement including the development of several new online forms for processing vendor payments, matching gift donations, and staff donations, IT equipment orders and lieu time. He also provided IT technical support to users, and helped administer our Microsoft SharePoint system.

Overall, David's performance was outstanding. He was a quick learner who continued to improve over the course of his placement term becoming an expert in the software tools, InfoPath and SharePoint, and learning the business processes and workflows of the finance, HR and fundraising departments.

David would be an asset to any organization, and I am happy to give him my wholehearted endorsement.

If you would like additional information about David, you can call me at 416-922-6600 ext. 3141.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Lighthouse'.

David Lighthouse  
Senior Project Manager  
Information Technology Department