

## Letter of Recommendation

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Amtsgericht Mannheim  
HRB 704012

Geschäftsführer: Matthias Blatz

To Whom It May Concern,

Mister Dylan Chandler Herbig, born 03/20/2001 in Heidelberg, worked for our institution from 07/01/2020-12/31/2020 in preparation for his continuing computer science studies at the University of Virginia, USA. Until 07/31/2020, he completed an internship. Starting the 1st of August, he continued working for our firm as a work-student trainee specialized in Information and Communication Technology (ICT).

Heidelberg IT Management GmbH & Co. KG is a medium-sized IT service provider based in the Rhine-Neckar metropolitan region in Germany. As a cloud provider, data center operator, Internet service provider and IT system house, we combine all core competencies in information and telecommunications technology. With a team of more than 60 people, we offer our corporate customers all possible IT industries, such as IT outsourcing, cloud solutions, consultation, services related to infrastructure, network, internet, telecommunication system, and procurement of hardware and software.

During his intern weeks, Mr. Dylan C. Herbig has multiple insights into the process of an IT service company. Specifically, Mr. Herbig supported the Information and Communication Technology (ICT) department and actively participated in multiple customer projects:

- Assistant Project Manager for U.S. Army Garrison projects o Substituting Project Manager
  - o Translating both English and German
  - o Material-Manager
  - o Analyzation and preparation of electronically collected data from survey site
  - o Conducting weekly safety training
  - o Studying network-infrastructure, e.g. construction and installation of network cabinets

- Preparing and programming Kentix-Surveillance-Equipment (360° Smart Building Security)
- Designing and creating company-wide e-mail disclaimer in NoSpamProxy using HTML & CSS
- Develop remote working solutions for companies heavily affected by COVID-19 pandemic

Throughout his internship and work-student traineeship, Mr. Herbig familiarized himself with varying tools and software. He could immediately utilize the programs for their designed purpose and completed his given tasks faster than expected. Some of the programs were basic office-tools, such as Microsoft Office, but also more advanced security and IT management software such as NoSpamProxy and TOPdesk.

Mr. Dylan C. Herbig worked for us with exceptional commitment, and always collaborated with co-workers from different departments without any issues.

Thanks to his quick and excellent perception, he was able to acquire and apply practical knowledge in a very short time. We came to appreciate him as a reliable intern who is attentive, flexible, independent, and easily adaptable. In every aspect, Mr. Dylan C. Herbig fully utilized his given opportunities to develop his skills. Through his practical training, he was able to further broaden his knowledge about core IT concepts. His achievements always exceeded our expectations, deserving our highest recognition.

Because of his refreshing and positive character as well as his well-rounded charisma, Mr. Herbig became quickly appreciated by his supervisors and his colleagues. Moreover, his professional manners were always exemplary to our customers and business partners. He possesses great communication skills, and is always ready to cooperate with others, granting him the ability to work very well in a team environment.

After the previously agreed work-student traineeship, Mr. Herbig will leave us on the 31st of December 2020 to continue his studies at the University of Virginia, USA. We deeply appreciate his past commitments to our firm and acknowledge his involvement in many of our projects. We wish Mr. Herbig continued success in his studies and future career. We would be delighted to help Mr. Herbig in choosing a topic for his bachelor thesis / master thesis.

## HEIDELBERG IT

Heidelberg, 07/12/2020

Heidelberg IT Management GmbH & Co. KG

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Matthias Blatz

Founder and Managing Director

