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August 6, 2015

To Whom It May Concern:

My name is Alexander Dimmick, and I am the Office Manager at btrax. I recruited and supervised Heaweon Lee during her internship.

I am writing this letter of reference to you in regards to the internship completed by Heaweon Lee at btrax, Inc. in San Francisco, California. She began the internship on March 2, 2015 and ended the internship on August 21, 2015. We wish her the best of luck in her future career endeavors and I would like to recommend her for the following reasons:

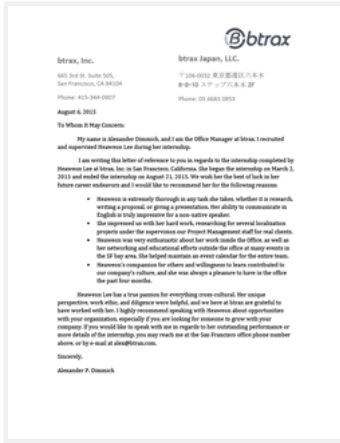
- Heaweon is extremely thorough in any task she takes, whether it is research, writing a proposal, or giving a presentation. Her ability to communicate in English is truly impressive for a non-native speaker.
- She impressed us with her hard work, researching for several localization projects under the supervision of our Project Management staff for real clients.
- Heaweon was very enthusiastic about her work inside the Office, as well as her networking and educational efforts outside the office at many events in the SF bay area. She helped maintain an event calendar for the entire team.
- Heaweon's compassion for others and willingness to learn contributed to our company's culture, and she was always a pleasure to have in the office the past four months.

Heaweon Lee has a true passion for everything cross-cultural. Her unique perspective, work ethic, and diligence were helpful, and we here at btrax are grateful to have worked with her. I highly recommend speaking with Heaweon about opportunities with your organization, especially if you are looking for someone to grow with your company. If you would like to speak with me in regards to her outstanding performance or more details of the internship, you may reach me at the San Francisco office phone number above, or by e-mail at alex@btrax.com.

Sincerely,

Alexander P. Dimmick

A handwritten signature in black ink that reads 'Alex Dimmick'.




Heaweon Lee btrax, Inc. Recommendation Letter

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History


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