Wednesday, 17 July 2019

Graeme Reed

Unit 42, 10-12 College Crescent

HORNSBY, NSW, 2077

To whom it may concern

**Reference: Statement of Employment**

This letter is to confirm that Mr. Graeme Reed has been engaged as a casual Yardperson at the Australian Automotive Group Pty Limited t/as Titan Ford from 20 February 2001 until present.

As a Yardperson, Graeme was engaged to ensure our motor vehicle dealership car yard, was kept in a clean and tidy manner. Graeme has always performed his duties diligently and is well liked by his fellow colleagues.

Regrettably, due to operational requirements, Graeme’s hours of work have been scaled back completely at Titan Ford (Brookvale) and the dealership does not currently have any casual hours available for Graeme at this time.

Graeme’s last day worked was on 5 July 2019 and we look forward to being in a future position where we will be able to offer Graeme additional hours of work.

We wish Graeme all the best and would have no hesitation recommending Graeme to any other prospective employer in a similar role.

Yours Faithfully

David Berlusconi  
Human Resources Manager