

Dear Sir/Madam

RE: RECOMMENDATION LETTER

I am very pleased and happy to write this letter of recommendation on behalf of Mr. Lukundo Sikombe for his internship at the Ministry of Tourism and Art. This letter has been written to certify that Mr. Lukundo Sikombe has been undergoing an internship program at the Ministry of Tourism and Arts, which he began on the 4th of August. During the past weeks. He has been under my supervision and from his performance, I know that he is capable of providing outstanding results

Mr. Lukundo has a great commitment to his duties and an intuitive ability to problem-solving. His work ethic and professionalism have shown a readiness to take on more responsibilities in the department. During the course of his internship, he has shown that he possesses the skills of problem-solving, advanced computer literacy, advanced writing skills, user teaching, and communication and can work well with others.

Under my supervision some of the tasks he has completed are, installing software on ministry computers, troubleshooting problems such as internet connectivity, virtual meeting setup, and management, assistance in a virtual meeting, perform diagnosis, and maintenance of computers and organizations hardware in the in offices and the server room.

He has also been given a project in which he is expected to develop a web-based application and a database for the department of human resources.

He has shown a willingness to learn and has so far completed tasks in good time. It is my firm belief that during his internship, he will learn vital skills for his career and he will be ready to take on even weightier duties in the future.

Yours Faithfully