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22 September 2018

Dear Sir/Madam,

Reference: Maya Wright

A conscientious and valued member of the Homes Rental team, Maya initially worked for us as an administration assistant but her pro-active, can-do attitude soon saw her promoted to property management where she covered first instance meetings with tenants, landlords and external partners.

Maya's duties included; reference checks, compiling rent statements, council house of multiple occupancy licencing submissions and visits, hosting viewings, sourcing and securing rent to rent properties. She worked independently and as part of the team.

For a short period, Maya was based in Reading and would travel to London for work which at times commenced at 8am. Her professionalism is commendable as Maya was always on time, reliable and always in good spirits.

We are thrilled that Maya is pursuing her education in Real Estate. She is missed and will be an asset wherever she goes.

Should any further information be required, I can be contacted on 07494 846301 or via email suzy@homesrentals.co.uk

Yours faithfully,

Suzy Brooks

(Director)

