May 1, 2018

To Whom It May Concern,

It is my pleasure to provide this letter of recommendation for Nicolas Timm during his search for employment. I have worked with Nick for just over seven years at Kohl’s Corporate. For the past year and a half Nick has reported directly to me, giving me the opportunity to observe his many talents. Nick has shown excellent communication skills, the willingness and ability to assist others, and most of all, a very strong background with computer programs. On a personal level, he is resourceful, ambitious and well-spoken, all of which have served him well in his past role. I am saddened to see such a valuable employee go, but our loss is truly your gain.

Nick has demonstrated exceptional communication skills in a variety of ways; his main source being the communication of reporting information. In his past role on our Operations Reporting Team he was responsible for communicating service level reports to members and managers throughout the organization. He sent out daily and monthly reports via email. In addition, when there were updates made to a report or a new report was created, Nick was able to present this information in a professional manner during meetings. Nick also participated in our Advancing into Management program which is designed to help associates communicate more effectively and conquer difficult conversations.

Along with his communication skills, Nick was always very willing to assist others. If you didn’t understand something, he had the patience and the time to explain it to you. He would often find a unique way to put it into perspective based on his audience. If there were ever a situation where he did not have the answer, he was extremely resourceful. He could provide quick suggestions or point you in the right direction. Aside from work, Nick was also quick to lend a helping hand to his colleagues during a number of Kohl’s volunteer opportunities. Some of our most popular volunteer events include helping out at The Make-A-Wish® Foundation, Camp Hometown Heroes, Brewers Community Foundation, and Susan G. Komen® of South-Eastern Wisconsin.

Among Nick’s many talents, his most worthy attribute would be his strong sense of technology. This is by far the most notable reason for his success at Kohl’s. He knows our software inside and out. He thrives on the opportunity to create new spreadsheets or to build a new report in order to make other jobs simpler. We recently got a new work item that required its own reporting. Nick came up with the additional reporting in a very timely and easy to read manner. He also went above and beyond and was able to locate additional reports that were not originally requested of him. Nick makes the most of technology and any other resources to find new prospects, provide modern solutions, and drive results.

In closing, I’d like to restate my strong support for Nick and his many outstanding talents. I am confident that he will surpass your expectations if he is offered a position. Nick is very driven, self-confident, proactive, and knowledgeable. I know he will continue to find success on his new endeavors. Please feel free to contact me with any other questions you may have regarding Nick. Thank you for your time.

Sincerely,

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Kelsey Berger

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