**REFERENCE LETTER**

To whom it may concern:

CHAN Man Fai Oliver has been working as an Industrial Placement Trainee in my department Group iSeries Services for the past year.

Oliver is responsible for maintaining the smooth operation of my team and the entire department, which involves in-depth communication between teams. He is highly competent, well-organized, outgoing, an excellent communicator and a fast learner. Oliver designed and created various automation tools and dashboards to visualize the raw data, which increased efficiency especially in forecasting or planning. He could connect what he learnt from various teams across our department to have a comprehensive knowledge. Not only did Oliver complete all his work with warmth, insight and professionalism, but he also provided new and creative input to the team.

Oliver will be an asset to any organization. I am proud to call him my friend and colleague; I can confidently recommend him to you without reservation. Please feel free to contact me with any further questions.

Sincerely,

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Senior Services Manager

Group iSeries Services

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