



January 10, 2017

Dear Hiring Manager:

I highly recommend Oluwatobiloba Abawonsa for a position with your organization. For the last year and a half, I had the pleasure of working with Oluwatobiloba as he held the role of an IT Lab Assistant while I was his direct supervisor. My recommendation is based on several factors, especially his integration of respect and inclusion, integrity and communication that are all key elements of the Joliet Junior College core values.

As a Lab Assistant, one must be able to assist faculty and students as quickly and effectively as possible, which Oluwatobiloba demonstrated numerous times. He also showed that he is self-sufficient in handling small and large issues by assisting patrons, checking and replacing toner cartridges, and maintaining the computer lab's safe and professional appearance when working evenings and weekends when full-time employees were not available to mentor. In addition, he effectively assisted me, on several occasions, by collaborating and coordinating shift changes and scheduling during emergencies and staff meetings.

Oluwatobiloba's unique blend of reliability, self-sufficiency and ability to multitask with calm resolve are perfect examples of his outstanding work and character. His appreciation and understanding of the position, professional conduct and trustworthiness allowed him to work as a team in our department and stand out as a Joliet Junior College employee. If you would like additional information about Oluwatobiloba, please feel free to contact me at (815) 280-2804 or at kkapsima@jjc.edu.

Very Respectfully,

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