May 2, 2022

Suites 4001-4004, 40/F, AIA Kowloon Tower,

Landmark East, 100 How Ming Street,

Kwun Tong, Kowloon, Hong Kong.

To whom it may concern,

It is my pleasure to recommend Hoi Shing (Brian) Chan for employment with your organization. I have known Brian for five months during which time he worked as a programmer under my supervision. Brian produces a high volume of work while consistently maintaining high standards for quality and accuracy.

Brian has excellent written and verbal communication skills. He can work independently, and can effectively multi-task to ensure that all projects are completed promptly. Because of his effectiveness, I even gave him additional responsibilities, including presenting the learning management system initiative to the chief operating officer and other executive leaders in the company and co-hosting the weekly meeting with Japan headquarters with me. He went above and beyond in these assignments.

Brian is both very bright and quite motivated. I am confident that he will devote himself to a position with your organization with a high degree of diligence. He is a quick learner and has shown the ability to digest large volumes of information and master new skills. In addition, Brian will reach out to people and involve them with projects. I particularly appreciate Brian's willingness to take initiative to help the office serve its constituents more fully.

I recommend Brian without reservation. Brian has the intelligence, work ethic, and communications skills to add value wherever he works. Please feel free to contact me if you have any questions about this outstanding former employee.

Sam Fong

IT System Manager

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