



August 23, 2018

Re: **Reference Letter-Shanice Abigail**

To Whom It May Concern:

This letter serves to confirm Ms. Abigail's excellent record as a NUS undergraduate intern at Soap Cycling Singapore ("SCSG") during the fall semester of 2017. Ms. Abigail worked as the leader of the HR Team, traditionally the most challenging assignment at our organization. SCSG is a student-run nonprofit startup and relies on undergrad interns to fulfill its mission of improving hygiene in the developing world by recycling used hotel soap. Ms. Abigail again gains distinction as serving with the inaugural cohort of interns, setting the tone for our current success (currently 25 interns have rotated through SCSG in 1.5 semesters).

The challenges that SCSG faced during Ms. Abigail's tenure leading the HR Team centered around the fact that we were just starting up and had no experience to fall back on with recruiting, onboarding, and training new intern teams. With single-mindedness and conviction, Ms. Abigail developed the protocols we use to this day for intern management. Apart from interns, she also possessed the discipline and patience to make sure our communications with volunteers, donors, and other external parties was timely and well thought out.

Everyone on the 2017 Fall SCSG Team appreciated Ms. Abigail's professional manner and pleasant personality. Beyond her HR Team duties, Shanice was also willing to go the extra mile and help out other teams with special events. We here at Soap Cycling believe that she would make an excellent addition to any organization that needs resourceful, hardworking people who can get things done.

If you need any further information regarding Ms. Abigail's excellent record as an intern at SCSG, please don't hesitate to contact us.

Sincerely,

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