

14 January 2015

To Whom it May Concern,

I have no hesitation in recommending Jessica Stanley as a strong candidate for employment.

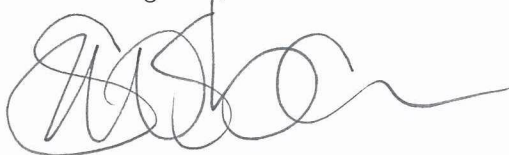
Jess was employed by Davidson Branding as a Client Service Executive Feb 2013 - August 2014. She was responsible for the administration and project management on all Corporate projects. This included preparing estimates, chasing client approvals, preparing purchase orders, managing resources, budgets and timelines for projects, scheduling meetings and managing monthly billing and invoicing.

A large part of her role was building relationships, both internally and with our clients. From taking client briefs, briefing the studio, internal reviewing/checking of work to managing/building relationships with suppliers, freelancers and printers. Jess is ambitious and driven, often going above and beyond her role teaching herself InDesign, Illustrator and Photoshop skills so she could help with the creation and editing of pitch and strategy documents.

Jess has great energy and communication skills. In addition, she possesses a great work ethic and is totally reliable. Jess can work independently and always follows things through to their natural conclusion. In addition, Jess is always quick to volunteer to assist in other areas of company operations.

If you have any further questions with regard to her background or qualifications, please do not hesitate to call me.

Kind regards,



Sam Osborn