

01 April 2011

To Whom It May Concern:

It is my sincere pleasure to write this letter of recommendation on behalf of Ms. Colleen Yeoman. Ms. Yeoman and the Office of Corporate Security have been affiliated on a professional basis for two years, but with the greater organisation for longer than eight years. Ms. Yeoman and the training team have worked closely for several training conferences in South Africa. She not only has assisted us with locating various venues but she also is on site during the conference helping to coordinating all pre-deployment details for these conferences, but assists each conference with poise and professionalism.

World Vision's training team is specifically qualified to recommend Ms. Yeoman as she has assisted our team in a variety of ways. Each member of the team has benefited from Ms. Yeoman's services and witnessed as she has exceeded our expectations and met professional deadlines.

Ms. Yeoman possesses characteristics, such as:

- An innate drive to excel in task allocation and rise beyond the required expectation
- Takes pride in her work ethic and ensures she is always prepared to answer a question
- Professional care for clients and guests alike and is eager to make each person feel valued and heard
- A particular attention to details in planning travel, hotel accommodations, transportation, and guest services
- A great span of knowledge and experience with event planning and travel, which benefits visitors and enhance their travel experience
- Demonstrates cultural sensitivity with all of our international visitors
- Connects team with highly recommended and professional contacts
- She is responsible and conscientious she will work 20 hour days if needed without complaint
- She demonstrates her excellent people skills daily

The Office of Corporate Security highly recommends Ms. Yeoman without reservation. I trust the brief highlight of qualifications and positive characteristics of Ms. Yeoman show the supreme work ethic and professionalism she demonstrates. We know we can rely on her

Sincerely,

Andries Dreyer
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