



June 18, 2007

Dear Sir or Madam:

Jeff has worked as an Assistant Curator in the Outreach Project Department at the Ohio Historical since January 2007. The Outreach Projects Department provides professional development and education programming to the K-16 education community. Jeff served as an Assistant Curator, researching the OHS collections to identify and make accessible collections material that related to a defined set of topics.

Jeff has excelled in every aspect of his work. Since beginning his employ with our department, Jeff demonstrated impeccable diligence and organizational skills throughout his work. In addition Jeff has shown a willingness to learn new systems and employ fresh methods and application in order to expedite and improve his outputs. His job demands that he juggle multiple projects at any given time while meeting strict deadlines. I've yet to see him fail to deliver on any commitment.

Finally, Jeff has great enthusiasm for his work in history. He is amiable and working with his is an enjoyable and positive experience. I'm certain that he will serve your organization well.

Sincerely,

Jody Blankenship  
Manager, Outreach Projects Department