

February 13, 2009

To Whom It May Concern:

I am delighted to give a personal reference for Julia Washburn. I have known Julia since July 2007.

Julia worked as a college intern at Washington State Department of Personnel performing multiple jobs requiring varying levels of skill. Julia is intelligent and quick to learn. These abilities helped her transition smoothly between assignments that supported the business needs.

Julia is especially fond of photography and graphic design. Her graphic design skills and eagerness to learn made her an asset in the technology unit. While working in my information technology applications section she assisted in developing a nationwide web site by performing usability testing and writing complex procedures for extracting and populating databases during the testing phase. Julia's teammates consistently complimented her on her analytical skills and what a great person she was to work with.

Julia is very dependable. She is prompt and well prepared when taking on tasks and assignments. She will stay till the job is done and ask for more when she is out of work.

Julia loves to learn and continues her education while employed full time. She has talent that will ensure her employment in any field.

I can be reached at (360) 725-2927 if you would like additional information about Julia.

Sincerely,

Alice Huston

*Information Services Business Analyst*

Washington State Dept of Commerce formerly Community Trade and Economic Development