Jorge Maldonado Ortiz

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 December 17, 2018

John Rogers

Human Resources Manager

Sales Inc.

19 Education Road

Smart City, AL

Dear Mrs. Rodgers,

Herby I would like to recommend Mrs. Martha López Esqueda for the position as Regional Sales Manager at Sales incorporated. I met Mrs. López 5 years ago when she started working at Company XYZ in the sales department. Since then we have worked together with the national sales team to achieve business goals. This included winning the regional sales award every year in the past 3 years.

Mrs. López started working as sales assistant. In short time shegot promoted to her current position as Southeast Regional Manager, which came in recognition to hercommitment and dedication.

During hertime at the company shehelped to increase sales in the southeast region up to 20%,made deals with Wholesalers to introduce our products in 7 new sales points. She also organized twice the annual sales convention at Cancún.

Mrs. López is a highly organized individual, a responsible professional and great team member and leader that is always looking to create value for the company. I truly believe she will be a great asset for your company.

Sincerely,

Jorge Maldonado Ortiz

Head of Sales – Company XYZ

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