

Subject: Jonathan DaCosta Work Recommendation

Dear Hiring Manager,

I recommend Mr. Jonathan DaCosta for employment with your organization. I worked alongside Mr. DaCosta at Carolinas College of Health Science (CCHS) for the academic 2018 summer semester. He was a member of the Technology Team who supported the classrooms, the faculty, staff and students of the school. Anticipating Jon's arrival from Temple University, we were more than thrilled to see him jump into our list of summer duties.

Jon worked diligently to learn the school's culture and processes quickly. He reached out to meet faculty and students to take account of their needs and requests. Exchanging his time between computer lab management and responses to online technology tickets, he also supported the Instructional Designer in the development of course content and the creation of training materials. His training materials included instruction for both Apple and Windows software. His work has been published on the school website and ticket system Knowledge Base.

Jon not only learned new soft skills working for CCHS and the stakeholders of Atrium Health, he proved and improved his understanding of technology used with smart podiums, Microsoft Office and the CCHS learning management system, Moodle.

I feel sure that Jon's experience, working alongside the Educational Technology Specialist and Instructional Designer, was as fruitful for him as it was to the Technology Team. He is committed to professionalism and has wonderful inter-personal skills which enabled him to adapt to different working situations. Jon is well-organized, positive and reliable; attributes which made him a well-liked and a popular technology team member during his time at CCHS. I have no hesitation in recommending him for this position and would be pleased to enter into any further correspondence. My email address is janna.mccolgan@qlik.com or phone: 215-833-2598

Kindly,

Janna McColgan

Digital Learning Content Developer

[Qlik.com](http://qlik.com)