

2016-04-12

To Whom It May Concern:

I have known and worked with Mrs. Arlyn Linton-Jones for over a decade as a teacher of the Graydon Sealy Secondary School. I have always found her to be very professional and a teacher with a strong sense of focus, self-determination and natural leadership acumen.

She demonstrates excellent interpersonal skills with both students and staff and is able to motivate and inspire. As a member of my year group, she consistently demonstrates excellent pastoral skills with students, develops a warm and purposeful rapport with parents and is willing to do all that is necessary to support the smooth functioning of the year group to which she is attached.

Mrs. Linton-Jones has had the opportunity to also act in management positions at the school both at the level of Year Head and Head of Department. In both of these capacities, she distinguished herself as an administrator with a firm and capable grasp of all of her duties and responsibilities.

She exercises appropriate initiative when required, is firm but fair with disciplinary issues and has been actively involved in the overall life of the school. In the latter capacity, she has sat on a number of event management committees at the school and has demonstrated excellent planning and monitoring skills, to ensure the successful execution of events.

Given Mrs. Linton-Jones' strong leadership acumen and her ability to execute the duties and responsibilities of Senior Teacher, I am confident in my recommendation

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of her as a candidate to fill this position in your school.

I am positive that she would be a valuable asset to your management team. Please
feel free to contact me for any additional input.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Denise J Charles', written in a cursive style.

Denise J Charles (Year Head Ag)