

June 22, 2016

Re: Letter of Reference for Michael Czyzewski

Dear Hiring Manager,

I would like to offer a professional reference for Michael Czyzewski.

Michael is currently employed with Ventech Solutions as the Director of Solution Delivery, leading a division of nearly 60 persons which is responsible for contract and program delivery to multiple Department of Defense (DoD) customers. During his employment with Ventech, he has been an invaluable resource, and has assisted me personally during a time of unprecedented growth.

Within two weeks of his start, we were awarded our latest (and, at the time, largest) federal contract award. Michael immediately began transition planning for this contract. I must note, this award had its challenges from day 1, and Michael's open mind and out of the box thinking was able to overcome those challenges and eliminate budget shortfalls and maximize the profit. To this day, he remains a very valuable member of our senior management team.

I am sure it goes without saying, but Michael fulfills his employment responsibilities with little supervision. He does provide prompt and regular status updates and reporting. Also, in his position, he has extensive interaction with partners, vendors, contractors, customers and multiple levels of technical staff. Michael is able to handle these interactions with ease, and his success is exhibited as a result of his strong communication and interpersonal skills.

Sadly, due to an organizational restructuring at Ventech requiring significant travel, Michael has chosen to leave Ventech and his last day with the company is Friday June 24, 2016.

In summary, I am happy to act as a reference for Michael and can speak to his program delivery, people and project management skills, work ethic, and professionalism. Please feel free to contact me should you require further information.

Sincerely,



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