



Cora Services Inc.
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To Whom It May Concern:

It is my pleasure to provide a letter of recommend for Jessica Menno. She was an intern at CORA Services, Inc. for two semesters. She worked in the Career Development Resource Center (CDRC). Her duties in CDRC included administering the Vocational Research Interest Inventory (VRII) to junior high school students and to interpret the results with each student. In her work, she guided students through the decision making process they will employ in future career choices. It was also her responsibility to assist students with hands on work activities. Jessica did several clerical tasks including writing reports about each student. Jessica excelled in her work at CORA.

Jessica was an exceptional worker, very responsible, careful and hardworking. She is mature, polite and articulate. She was always ready to assist in any way that would enhance the Career Development Center. Her manner of teaching was enthusiastic, engaging, focused and clear. She was sensitive and understanding of each student. She was very open, gregarious, and fun to work with. She had a great sense of humor.

Jessica was delightful to work with. We will really miss her. She was an asset to the career center at CORA. She was the best of the best. I feel confident that she will bring the same capability and enthusiasm to any endeavor.

Please feel free to contact me if you need any addition information. My office number is, (215) 701-2571.

Sincerely,

Dianne Nagele
Career Development Guidance Instructor

The Children and Family Resource Center