

U.S. Department of Labor

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April 11, 2018

Subject: Letter of Recommendation – Patrice Howard

To Whom It May Concern,

I am the head of the U.S. Department of Labor's Whistleblower Protection Program in New England. We have jurisdiction over 22 federal whistleblower statutes covering literally every employee in the 6 New England states. We received over 500 complaints a year and generate a federal record for each one.

Patrice Howard worked for me as an intern from February – April 2018 through the Job Corps program. I assigned her a huge records project which I had no hope of her being able to complete by the end of her 8-week internship. She proved me wrong. Ms. Howard is a hard worker who is diligent and organized. With minimal instruction and virtually no supervision, she attacked the problem and solved it.

Ms. Howard inventoried, organized and filed a large number of federal records related to years of our investigations. She used Microsoft Excel to inventory and track the cases. This had been a project I had needed done for several years but did not have the resources to get done. Ms. Howard accomplished this huge task which has significantly contributed to the accountability of our region's federal records.

I found Ms. Howard to be friendly, intelligent, organized and able to work independently and as a member of a team. She takes initiative, has excellent problem solving skills and she will accomplish her mission. I would not hesitate to hire her if I had an opening.

I highly recommend that you give Ms. Howard consideration for a position with your organization. If you give her a chance, she will amaze you.

If you have any questions, feel free to call me at the above number or email address.

A handwritten signature in blue ink, appearing to read "mabee".

Michael Mabee
Assistant Regional Administrator