

October 1st, 2023

To whom it may concern:

I am writing a letter of recommendation for Tracey Videen. I have worked with Tracey Videen for twenty plus years in a fast-paced veterinary clinical setting. Throughout our work day, we need superb communication, organization, and technical skills. Tracey's numerous and varied skills promote a smooth daily operation. Her organization and planning maintain core clinic functions. Tracey anticipates office needs, employs creative solutions, and provides ingenuity to meet client and staff needs.

Tracey works well independently and is also an instrumental part of a team approach to office operations. Tracey readily and rapidly moves to tackle problems, she solves problems with simple text messages. Tracey is willing to work and help any team member.

I highly recommend Tracey Videen. Tracey is a valued team member. She is reliable, responsible, innovative, takes initiative, and professional.

Respectfully,

A handwritten signature in black ink, appearing to read 'Audrey Reinbold', written over a horizontal line.

Dr. Audrey Reinbold