

To whom it may concern:

This letter is to serve as our personal recommendation to any prospective employer of Ginger Browning. She has served as our personal assistant for the last 3 years, and we are deeply saddened to see her leave.

Ginger has been an integral part of our family's daily life as well as key player in our business operations. She has proven herself to be not only knowledgeable in all aspects of estate management, but also has proven to have superior skill in all aspects of C-level calendar management. The expertise that she brought to the table concerning management of all of our family's household, travel, social obligations and vehicles, in addition to all that she did to streamline our business was of immeasurable value.

While we have never trusted anyone with our personal data, Ginger has earned our unconditional trust and has had access to all of our personal, household and business financial information.

Not only has she been the most trustworthy and reliable employee we could ever hope for, her knack for developing efficient systems and talent for clear, concise communication and constant follow up has allowed us to live our lives worry free.

Ginger will no doubt be an essential asset to anyone who requires the savvy of a seasoned C-level assistant. Feel free to contact either one of us if any further information is required.

Best regards,

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