

Letter of Reference for Karly McMullen

18 August 2016

Michael H Rea, Managing Partner, Integrated Reporting & Assurance Services

michael@iras.co.za



TO: Whomever this may concern

RE: Letter of Reference for Ms Karly McMullen

NOTE: Dear Sir/Madam,

This letter hereby serves not only to confirm Karly McMullen's employment at Integrated Reporting & Assurance Services (IRAS), but also as a testament to her abilities and attributes.

Ms McMullen worked for IRAS for the period of September 2015 to April 2016, with a break between terms over the Christmas 2015 period.

Initially engaged as a 3-month Research Intern as part of IRAS's annual programme for co-op students and recent graduates of Wilfrid Laurier University, Ms McMullen quickly demonstrated several attributes that led to our request to extend her period of employment for an additional 3-month work placement period.

It's worthy to note that during the application process, Karly's resume was regarded by my team as 'the weakest' among the several we'd reviewed, yet that she possessed sufficient potential to warrant an interview. During the interview – conducted via Skype – Karly quickly rose to the top of our recruitment list, demonstrating outstanding levels of preparedness, wit, charm, and an overwhelming willingness to use the internship as an opportunity to learn practical skills that could improve her employability post-IRAS.

My team and I were duly impressed, and were in NO way let down after having the opportunity to work with Karly for the several months she was with IRAS.

It should also be noted that Karly is an extremely well organised and self-motivated individual who undertakes new challenges without fear of failure. Even without tasks being assigned, Karly was quick to identify opportunities for process improvement, and rather than merely suggesting new tasks, undertook to initiate systems (e.g., a progress database) to demonstrate their potential value to our process.

It should also be noted that Karly volunteered within IRAS's principle Corporate Social Investment (CSI) project: The Soweto Marimba Youth League, or 'SMYLE'. Although the project appears to be little more than a music project for disadvantaged youth, it's actually all about using music as a motivator for students of all ages (primary through to secondary school) to demonstrate an effective commitment to their education. Given that the students live in areas that are poorly serviced by schools that are ill-equipped for learners to achieve academic excellence – including teachers who are underqualified to teach subjects such as Mathematics – Karly volunteered her Saturdays, and sometimes additional days, to tutor students in subjects such as Maths, developing a significant relationship with the kids of SMYLE.

In short, Karly is a highly self-motivated and competent individual who I'm confident any employer will deem an asset to their team. All-in-all, a fantastic lady to be able to work with!

For more information, or additional clarity on the above, please feel free to contact me.

Sincere regards,

A handwritten signature in black ink, appearing to read "Michael H Rea", with a stylized flourish at the end.

Michael H Rea

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