

May 2, 2016

To whom it may concern:

Casey Vassios has worked for the Teaching Resource Center at California State University since October 2014, as our technical student assistant.

His tasks are to update maintain our department's website, create and edit departmental flyers for campus publication, and other technical duties as needed. Often, we email Casey whatever files are needed for our website or for flyer creation; he is responsive and does what is needed within a short time period. He is creative, efficient, and conscientiously detailed in his work. He is a collegial coworker, and pleasant to work with. If our budget would allow, we would hire him as a permanent employee after his graduation.

It is with enthusiasm and confidence that I recommend Casey to you as an employee and colleague.

Sincerely,



Vanessa Bragg Cooper
Administrative Support Coordinator