

March 27, 2013

Joanne Holland
Joanne's Bookkeeping Service
12255 - 104 Avenue
Grande Prairie, AB T8V 8A7

Dear Joanne:

Thank you for your mentorship and guidance throughout this work experience. I have learned so much throughout this work term and really value the guidance and feedback you have provided me.

I feel blessed to have received this work experience because it has made me feel confident in pursuing a bookkeeping/administrative position. The level of dedication and commitment to your career is inspiring and I am happy to be working with someone who is consistently professional and competent. I have enjoyed every minute of working at your organization and cannot wait to continue.

Thank you.

Sincerely,

Alexandra Grosset
Alexandra Grosset
Office Administration Student
Grande Prairie Regional College