



THE TOLEDO ZOO • P.O. BOX 140130 • TOLEDO, OHIO 43614-0801
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July 21, 2016

To Whom It May Concern,

I am writing this letter in reference to Dani Raymond. Dani has worked for me at The Toledo Zoo for the past year. I work as the Office Manager in the Visitor Services Department. I facilitate payroll and budgets amongst other responsibilities for multiple departments.

Over this year I have come to learn that Dani is resilient and is really good at multi-tasking. Her overall growth as an employee has impressed me. Her skills have grown through this year and she can be depended on to complete tasks timely and accurately.

The working environment at the Zoo tends to be a unique one, as it is daily influenced by the number of visitors and the weather. Dani's role as a Visitor Service front office staff person is to use her best customer service skills while being available to assist up to 200 employees daily with a various number of questions and/or tasks. She helps staff with the functions that are required for their jobs, many of whom this is their first job. She is given daily many miscellaneous tasks while taking care of the day to day operations of a typical office setting.

I have come to know Dani over this last year feel that she would be an asset to any workforce, especially one that she is passionate about. She is loyal, she is timely, she is intelligent and I've been really happy that she is a part of my team. I believe that she has a great future ahead of her, and I would recommend that you choose her in your hiring process.

Kristin G. Brooks

Visitor Services Office Manager

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