

August 15, 2013

To Whom It May Concern

RE: Stacey Morrison

I would like to take the opportunity to recommend Stacey Morrison to you. I strongly believe that Stacey has the responsibility level, intelligence, practical experience, and necessary skills to successfully contribute to any program or organization.

I have been one of Stacey's supervisors since I started at the Engineering Library in September of 2012. Stacey has been employed at the Engineering Library as a Reference Specialist since September 2011. In her position her main responsibility is to provide professional reference assistance to our Library patrons. In this capacity she handled direct contacts at our Reference Desk as well as by phone. To provide this service she has had to always be up to speed in the use of various and changing Library databases and web resources. She performed her duties with skill and accuracy and always lived up to our patrons expectations providing excellent reference assistance in a friendly and helpful manner.

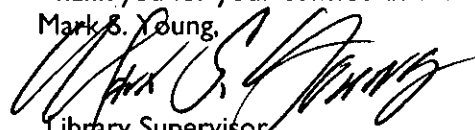
Stacey also provided her technical assistance to us in the updating of our Engineering Library's web site, making sure that our Library Guides were accurate, up to date, and functioning as they should. In addition to her reference and technical skills, she was responsible to provide circulation services at our checkout desk. Her responsibilities there included basic checkout and check in of Library materials, assisting patrons with information about our Library collections, policies and procedures. She educated patrons on how to use the Library resources to their best advantage whether they were in person, on the phone, or connecting from home.

Stacey's extensive Library knowledge and skills were much sought after here at the UW Libraries, and she was requested several times to work at other Library branches providing circulation and reference assistance. During her time at the UW she has worked at Engineering Library, Mathematics Library, Physics and Astronomy Library, and our main Libraries Research Commons. Stacey is an excellent representative for the UW Libraries I have found her to be knowledgeable, professional, flexible and adaptable in carrying out her various and complex duties. Regarding her work with patrons, she has worked with a diverse clientele, from University Students, Faculty, Staff to our general public. She has consistently provided excellent service no matter who she is assisting and no matter what kind of assistance they required.

During her time here at the UW Libraries she has mastered two different Integrated Library Systems, starting with Millennium systems and now as we have just migrated to Ex Libris systems. She has excellent communication skills, sound judgment abilities, and innovative problem solving skills. She gets along well with other Faculty, Staff, Students, and the general public. She is confident in her work and has a great work ethic. She is a dedicated employee, always making her commitments working steadily at the Libraries all the while balancing her academic responsibilities.

Stacey is approachable, interested, organized, and creative; she really cares about the quality of her work, and has always been willing to help out when needed. All in all, a well respected colleague, employee, and certainly an asset to our workplace. I would not hesitate to hire her again.

Thank you for your consideration.
Mark S. Young,



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