

November 21, 1979

To Whom it may concern:

During her three and a half months as marketing specialist for the Hospital Financial Management Association, Barbara Arnold did a very fine job in a position which is very demanding and complex. (Ms Arnold resigned the position because of the Association's decision to move from a city location to suburban offices.)

I found Ms. Arnold to be very organized and able to handle all aspects of the position in a very intelligent and cooperative manner. Her willingness to learn and her conscientiousness are definitely above and beyond the call of duty. She is a very hard worker who can complete assignments promptly and carefully. In short, she was a valuable employee, and I was sorry to see her leave.

Sincerely,

Ms. Patricia Rummer  
Director of editorial services

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