

James P. Simpson
[REDACTED]

April 29, 2004

Subject: Letter of Recommendation for Mr. Robert Chapman

To Whom It May Concern:

Bob and I worked together in the *IT – Course Development and Documentation* group of the Iron Mountain corporation from July 21st, 2000, until recently (April 19th, 2004). During that time, Bob and I collaborated on many projects creating documentation and training material to support strategic in-house business applications. Many of these projects were developed and completed within very ambitious timelines and milestones.

I was quite impressed by Bobs' ability to complete all work assigned to him on time, if not before it was due. His writing was always thorough and comprehensive, and his fact checking always accurate. His writing is clear, concise, and evocative.

From a fellow co-workers perspective, Bob is a conscientious, able employee with a very diligent work ethic. Bob would be an excellent addition to any organization requiring clear and concise technical writing/editing. I strongly recommend Bob for your consideration, and would welcome the opportunity to work with him again. If you would care for further information regarding Bob, please feel free to call me at [REDACTED].

Sincerely,

James P. Simpson
Instructional Designer
Intrepid Learning Solutions