

Amy Cornelius
Berry College
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Mount Berry, GA 30149-5035

To Whom It May Concern:

As manager of the technical support desk at Berry College, I have known and worked with Hunter Tracy since the beginning of his freshman year. Hunter is graduating this semester and I am writing to recommend him for your IT Support position.

Hunter is both knowledgeable and passionate about technology and is currently the supervisor of our Berry College BITS Crew. In this position, Hunter works with faculty, staff, and students to diagnose and repair software issues on their personal devices while training and supervising the students who report to him. While working with a wide variety of manufacturers and operating systems, Hunter performs outstanding work by using his excellent research skills and communication skills as well as his strong organizational skills. Hunter not only provides support for personal computers and devices, but also organizes and maintains the inventory of all items for electronic recycling. In addition to these duties, he is a team player who is always willing to step in and assist anywhere he is needed including answering phones at the technical support desk and installing software and updating college-owned computers that are used by faculty and staff.

Hunter holds multiple certifications including CompTIA's A+ certification and multiple Microsoft and Microsoft Office certifications. He is always interested in learning more about technology and stays knowledgeable regarding the latest technology and trends.

I highly recommend Hunter for the IT Support position. He is reliable, honest, efficient, hardworking, flexible, has strong communication skills, and able to work independently, as a team member, and as a team leader. He has experience with Windows, MacOS, iOS, and Android operating systems. I could go on and on about his qualifications and work ethic, so if you have questions or would like more information, please contact me at acornelius@berry.edu or at 706-238-5862.

Sincerely,

Amy Cornelius
Manager, Technical Support Desk