

12 June 2014

Sir or Madam,

I am very pleased to write this letter of reference for Linda Foster.

I have worked with many training professionals and course designers over a thirty-year Army career and my tenure with the Minnesota Department of Natural Resources, and she stands out amongst them.

I had the pleasure of working directly with Linda on a project where her abilities never ceased to amaze me. The project was the formulation and production of a Trailer Towing Computer- Based Safety Training package designed to improve trailer towing skills amongst DNR personnel and improve our overall safety posture. I have received nothing but extremely positive feedback from departmental personnel regarding the content, format and presentation of the training information.

As Minnesota DNR's representative to the project, I saw first-hand her adaptability and timeliness of accomplishing tasks which allowed us to quickly switch training methodologies and formats- which we, as her customer, were constantly doing.

Throughout this project, she demonstrated exceptional technical as well as interpersonal skills required for the customer-driven reality of her position. Her ability to convey concepts and convert ideas to action are astounding.

She is a real professional whose diligence and pursuit of excellence showed up in her exceptional product.

If you have any questions, please contact me via e-mail at timothy.norton@state.mn.us or by phone at 651-259-5496.

Respectfully,



Timothy Norton
Fleet Supervisor
Minnesota Department of Natural Resources