



CITY OF RICHMOND

BUDGET AND STRATEGIC PLANNING

January 19, 2010

Re: Letter of Recommendation for Jack W. Crowley

Dear Prospective Employer:

I am delighted for the opportunity to write a letter of recommendation for Jack Crowley. I have had the pleasure of working with Jack on an important City of Richmond project over the past year and have been impressed by his remarkable project management skills.

When I first met Jack, the City had been working to develop a robust governance and reporting structure with system support and a public website to address Recovery Act reporting requirements. Jack was brought in as project manager during a time when the project's scope was broadening and there was disagreement among project staff about how best to proceed. He restructured the project, gained consensus on direction and scope, and effectively shepherded it to fruition. Jack is an extraordinarily skilled individual who approaches his work with an enviable blend of professionalism and affability. He was well liked and highly respected by his colleagues at the City.

Jack possesses excellent written and oral communication skills. He is highly organized, goal oriented, and has the ability to multitask during challenging conditions. During his time with the City, I observed that Jack approaches his work seriously, professionally, and with an upbeat can-do attitude.

I believe that Jack will make a valuable addition to any organization that he may join and I recommend him without reservation. Should you have any questions or need additional information with regard to my experience working with him, please do not hesitate to contact me at (804) 646-5048 or Christopher.Johnston@Richmondgov.com.

Sincerely,

A handwritten signature in blue ink, appearing to read "CH Johnston", with a long horizontal flourish extending to the left.

Christopher H. Johnston
Grant Coordinator