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Mar 13, 2015

Re: Clayton G. Ousley

To whom it may concern;

Clayton Ousley was an employee at Span Corporation from 10.7.13 to 3.13.15 on which date he was laid off due to a drop in business. I and all other staff were deeply sorry to see him go.

Clayton is an ideal employee in every way. He is timely, accurate, eager, cooperative and talented. He has extensive knowledge of computers down to the DOS level and successfully resolved many network and program issues within the office. He is highly focused on detail, swift to learn new functions, always introduces problems with suggested solutions. I relied on him to carry out every task without supervision. He is polite and responsive to staff and customers alike. I highly recommend Clayton for employment in any variety of work environments and would readily hire him again should the opportunity present itself.

Please contact me if you have any questions regarding Clayton's work history with Span Corporation.

Sincerely

A handwritten signature in black ink, appearing to read 'Mike Grosh', with a long horizontal line extending to the right.

Mike Grosh

President/CEO