

R J Turley Constructions

000

3 Berkeley St ① Amity Point ① Brisbane, QLD, 4183 ① Australia
Phone 07 34097246 ① Fax 555-9876 ① Email rjturleyconstructions@hotmail.com

December 16, 2005

To whom it may concern,

Christopher Scott Turley has been an employee of mine from 1985-2005. I hope you'll give particular attention to this letter, as he is a quality builder who has much to offer the building industry. His employment history is as follows.

Chris began as an apprentice with my company in 1985, from there he completed his apprenticeship to become a tradesman in carpentry and joinery. After completing his apprenticeship Chris continued to work for me as a labor only carpenter until 1990 when he became my foreman as I ceased to employ labor only gangs.

In the year 2000 when I retired from onsite work Chris not only continued as foreman but also stepped into the role of running the everyday works of supervision of trades. In addition to these two demanding roles he communicated with clients and took on the responsibility of ordering all necessary materials. All of these objectives were achieved for the construction of quality built homes valued between \$300,000 and \$1.200,000 from construction to final hand over. Because of Chris's ability my role became effortless, as I trusted his expertise to achieve and complete contracts.

During Chris's employment with me he has remained a loyal diligent and trustworthy employee who is not only able to complete a job with remarkable speed and accuracy but he is also exceptionally skilled and has always maintained a quality standard within his work.

I believe Chris has an excellent future as a builder. My retirement has forced him to leave my employment. I know other people will now reap the benefits of his talent.

Yours sincerely,

Robert James Turley

