

Hart Publications, Inc.  
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April 10, 2007

Subject: Letter of Recommendation for Mr. James Miller

To Whom It May Concern:

James worked under my supervision as an editorial assistant from September 10, 1997, until April 5, 1998. His responsibilities included conducting research and interviews, fact checking, and writing brief front-of-the-book pieces, in addition to some clerical duties. During the course of his employment, James proved himself to be an able employee, a hard worker, and a talented writer.

I was quite impressed by James' ability to complete all work assigned to him on time, if not before it was due. His research was always thorough and comprehensive, and his fact checking always accurate. We sometimes allow our editorial assistants to do some writing, but James' talents prompted us to assign him more pieces than the norm. His writing is clear, concise, and evocative.

Overall, James is a very conscientious and able employee. I certainly believe he has what it takes to make a wonderful editor someday, and I am sad to see him leave. I strongly recommend James for any mid-level editorial position in publishing.

Sincerely,

Edward P. Larkin  
Executive Editor