



28<sup>th</sup> January, 2019

Dear Sir/Madam,

**REF: RECOMMENDATION LETTER FOR ROBIN MUIMI KYEMBENI**

I am pleased to recommend Robin Muimi for the position of Banqueting Supervisor. During his time at Nairobi Safari Club, Robin has demonstrated exceptional skills in managing events, leading teams, and ensuring flawless execution of banquets.

Robin has been our employee from January 2017 to Jan 2019, in his role as a Banqueting Supervisor, Robin has been responsible for overseeing the planning, coordination, and execution of numerous events, from intimate gatherings to large-scale banquets. His ability to manage multiple tasks simultaneously, while maintaining a high level of attention to detail has been crucial in ensuring the seamless operation of our events.

Robin possesses outstanding organizational skills and a strong work ethic. He excel in managing staff, coordinating with vendors, and ensuring that every aspect of an event runs smoothly. His proactive approach and problem-solving abilities have been invaluable in addressing any challenges that arise, always with a positive and professional attitude. Robin is highly organized, detail-oriented, and excels in client communication

I am confident that Robin will be a valuable asset to your team and excel in any food and beverage/banqueting management role. Please feel free to contact me at if you need further information.

Yours faithfully,

A handwritten signature in blue ink, appearing to read 'Faith Kamau', is written over a white rectangular area.

FAITH KAMAU

**HUMAN RESOURCE MANAGER**