

December 17th, 2007

Reference for Dmitry Tolonen

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Dear Sir or Ms,

I am writing to give my support and personal recommendation on behalf of Dmitry Tolonen.

Dmitry joined the company in mid-January 2007 as a temporary member of the team, being hired as a permanent member of the staff only a month later.

Due to changing priorities at the office and the departure of his line manager in May, Dmitry was challenged with unforeseen responsibilities. To his credit and under considerable pressure, he performed confidently both his role as Subject Co-ordinator and the managerial position of Subject Leader for the majority of his time with the company.

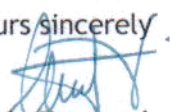
In practice, this meant managing a suite of 39 courses, running 25 training events for over 300 teachers, the training and supervision of temporary and project-based staff and careful handling of delicate public relations issues.

Dmitry has a knack for diplomacy but also firm persuasion skills, both deriving from a strong focus on the issue at hand. Recalling Dmitry's background in film production, I can see how skills learnt in that field have benefitted present project management.

He has a good understanding of scheduling needs and has repeatedly gone the extra mile to beat deadlines. An integral part of the team, he is well thought of, very approachable and relied upon for his opinion.

I trust that, upon leaving us, he will continue to excel in the projects he is involved with and I do not hesitate in recommending him to you.

Yours sincerely,



Carla Fernandez
Operations and Assessment Manager
Edexcel

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