



Ophelia's Recommendation Letter

To whom it may concern:

As the Executive Director of CWA & DITN for Advoqt Tech Company, I was Ophelia's direct supervisor in 2018. I worked closely with her on a range of projects including website design, launch, migration and update as well as company rebranding. I enjoyed watching her grow as a web designer/developer in our team and would highly recommend her for the position.

Ophelia's knowledge of web design and expertise in company branding were huge help not only to our clients but also to our own business. She designed our new brand style including our company logo and applied the theme to our marketing materials and websites. In the process of our website upgrade, she handled large amount of content updates and optimized website information structures. The result is a simple but beautiful website with fulfilled functionality and intuitive navigation. She also left imbedded flexibility in the website that could accommodate further updates.

Educated as a graphic designer, she transitioned smoothly into the world of web developer thanks to her great communication skills with our tech support team and strong self-learning ability. Every time a technical or programming issue was solved, she tried to gain a deep understanding of the topic and became an expert which allowed her to help others with the same problem. After the past years of intense learning by doing experience, she has developed into a rare type of employee who is capable of bridging the gap from design to creation. Her tasks as a web developer in our company include but not limited to hosting backend, WordPress development, domain transfer, SEO analyst, etc. She is proficient with software like Highchart for data visualization, Mailchimp for data collection and promotion campaign, WP Engine for backend hosting, Ace Exhibition for huge banner printing; Google Analytic, etc. She also has basic programming skills using HTML/CSS.

She's a fast learner and cloud adapt to new software environment quickly, which is essential to our fast-paced daily work. She has good interpersonal skills and always asks the right questions to clients or colleagues and coordinated her own task with the team. After a discussion of the following weeks' project with me, she'll give me a schedule for an estimated projects progression, which she takes very seriously and would work after hours and on weekends to meet the plan. Despite her hectic schedule, she's always on excellent terms with her colleagues and other teams.

Ophelia is the kind of employee I would hire again with no hesitation. I know she'll make an excellent web designer/developer and a valuable asset to your team. Please email me if you have any questions.

Yours truly,

Advoqt empowers you to drive agility and scale into your business via Intelligent Automation. We design, develop, and implement technology platforms that cut across Artificial Intelligence, Cybersecurity, and Machine Learning. This includes systems integration, software development, and a growing portfolio of proprietary tools born out of consulting experiences.

5 Middlesex Ave, Somerville, MA 02145 | (617)320-9283 | CRoby@advoqt.com