Wellington Subway

Re: James Hill

James is an exceptional individual that would be an asset to any organization. He is honest, dependable, adaptable, and a person of excellent character.

James has a unique ability to grasp the concepts of management while still being able to work side by side with his staff that are performing everyday tasks. He is physically able to work long hours to ensure that all tasks are completed.

The following is a list of specific things that James has accomplished during his employment with Wellington Subway:

- 1. Developed a Mission Statement for the Wellington restaurant which was later featured in the Cleveland Subway Development newsletter.
- 2. Created a spreadsheets that helped with calculations of employee bonuses as well as bread baking and vegetable preparation.
- 3. Willing to assist with any technology issues that may have occurred at any of our 4 Subway locations.
- 4. Implemented the installation and rollout of the new Subway POS register systems at all four of our restaurants.
- 5. Very observant and quick to report any operational issues such as low product levels. price errors in the cash registers, etc.
- 6. Handled Subway marketing materials making sure they were placed in their proper locations throughout the store
- 7. Helped in the training of new employees using training checklist that he and coworker developed.
- 8. Handled billing of our credit account customers.
- 9. Attained his Degree in Business Administration while working a full schedule.
- 10. Worked as Store Manager for our Wellington location for 2 years.

James will be an asset to any company looking for an employee to help them attain their goals. He is willing to learn and tackles all tasks with great enthusiasm.

Sincerely,

Jeffrey T. Linden

President

Oberlin Subway Inc.