

To Whom It May Concern:

I am most happy to provide a recommendation of **Cliff Ketteborough**. I have known Cliff for over ten years, as a co-worker, colleague and good friend.

I am not in the field of IT, but am a leadership and organization development expert. Therefore, I will respond to Cliff's capabilities as a leader and manager, and to his professional work ethics.

Cliff is a highly intelligent and gifted IT professional. He is a tireless worker; he works hard and he works smart. In Cliff, you will have someone who will get the job done, on time and under budget. He is a highly ethical and honest person. As a coworker, I always found Cliff to be engaging and supportive. He consistently got along well with others.

Cliff is an excellent manager. He is the rare manager that has both the qualities that make a good leader; that is, he is equally adept with both task and relationship functions; the combination that consistently is held to be the best type of leader.

With task, he is good at delegation, decision making, prioritizing, etc. With relationships he is good at communication, supporting & encouraging others, collaboration and building a positive team spirit. Those that have the good fortune to report to Cliff will have a leader that provides vision, development and empowerment.

In closing, I again provide my highest recommendation, without reservation, of Cliff Ketteborough.

If you desire additional feedback, please feel free to call me on my cell phone (972-743-2416).

Regards,

Glen B. Earl, Ph.D.