

Letters of Recommendation

Alexa G. Azzopardi



Washtenaw Community College

LETTER OF RECOMMENDATION FOR ALEXA AZZOPARDI

Alexa Azzopardi is applying for the position of Access Services Librarian in John E. Riley Library at Northwest Nazarene University. I am more than happy to provide this sterling endorsement of her.

Alexa has worked for Washtenaw Community College Library as an academic librarian since 2008. She has performed all her duties with admirable distinction. In the collection development area, Alexa is responsible for half a dozen academic disciplines ranging from anthropology to physics. She manages these account budgets effectively to meet the curriculum needs. She also participates regularly in the decision-making process involving e-books, e-journals, and research databases. By proactively conducting outreach to academic departments, especially the business faculty, she markets library resources and services to them.

In the reference area, Alexa provides services on site and via e-mail, phone, or texting. She treats each reference transaction as an instructional opportunity to inculcate information literacy in navigating and filtering the multitude of information resources. This instructional mindset is especially evident in the numerous library research sessions that she teaches in different academic disciplines. A superb teacher by nature, she teaches to the assignment at hand and captures the students' attention.

In addition to her outstanding performance in these traditional librarian roles, Alexa distinguishes herself by volunteering to take on initiatives that advance the library to the next stage. A quick, fearless learner of technologies, she can be trusted to bring these initiatives to fruition. Examples follow:

1. She explores, documents, and trains other librarians in the use of videoconferencing software to provide synchronous library instruction for off-site college locations.
2. She is the system administrator of the library's Libguides platform, responsible for designing the library template and authoring a number of libguides herself, including such topics as the use of mobile devices to access library resources, and the use of open education resources in different disciplines.
3. She is the de-facto business librarian, responsible for teaching market research workshops for small business entrepreneurs in the community and conducting individual consultations with this clientele.

In performing her multifarious duties, Alexa's passion and enthusiasm come forth, and her competence and productivity shine through. She is a gem employee whose hiring John E. Riley Library will not regret. I have no hesitation in highly recommending Alexa for the Access Services Librarian position.

Victor Liu
Dean, Learning Resources
Washtenaw Community College
Ann Arbor, MI

Nov. 20, 2013

Date



Washtenaw Community College

THE RICHARD W. BAILEY LIBRARY

To Whom It May Concern:

Alexa Azzopardi has been a trusted colleague for the past five years. I am the senior librarian at Washtenaw Community College and thus was in a position to guide Alexa through her first months here. However, she came to us fully formed as a competent, caring, multi-talented librarian who easily adjusted to the challenges of our community college's diverse population.

It is rare that Alexa cannot use some facet of her varied library experience to connect with our students. Our students range from developmental to accelerated, from vocational to pre-professional, from confident to library-wary, and from high schoolers to senior citizens. For a woman who has done story hours for kindergarteners as well as corporate training for automotive engineers, there isn't much that frightens her! However, I think when Alexa changed her focus to college librarianship, she truly came into her own. Our education majors, business majors, science majors, and humanities majors can all benefit from Alexa's diverse background.

Alexa practices collegiality every day. Along with the other librarians, I am fortunate that Alexa readily shares her extensive technical skills. Our entry to Libguides and our subsequent use of this product have been enhanced because of Alexa's knowledge.

I cannot think of another librarian better suited to fit into any role that an academic librarian could fill.

Sincerely,

Kathleen Scott
Faculty Librarian

Schoolcraft College

18600 Haggerty Road • Livonia, MI 48152-2696
734-462-4400 • www.schoolcraft.edu

10-09-2007

To Whom It May Concern

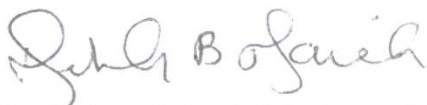
It gives me great pleasure to write this letter of recommendation for Ms. Alexa Azzopardi for a position within your organization. I have worked closely with Ms. Azzopardi on several initiatives over the last two years, and have found her to be an exceptional professional. Ms. Azzopardi has a strong sense of pedagogy, commitment and follow-through. Additionally, she is innovative and continues to develop structures, strategies and skills to effect positive learning outcomes for students and faculty at Schoolcraft College.

Ms. Azzopardi provides our College's staff and students with very comprehensive library usage and technology related workshops. Her presentations are always thoughtful, appropriate and well organized. She is able to teach abstract concepts while engaging everyone in the process. She clearly understands the all aspects of the library, as well as the art of teaching. As her supervisor, I value and respect her abilities.

Ms. Azzopardi is reliable, conscientious and extremely creative; additionally, she is a very detail oriented person, which is an outstanding combination of attributes. She updated and revised two of our Collegiate Skills courses regarding e-portfolios. As a result of her commitment to quality and knowledge of technology, our courses are both current and exceptional.

Ms. Alexa Azzopardi has exemplary interpersonal skills and works well with all levels, positions, and *cultures* within organizations and institutions. People enjoy learning from her. In all ways, Ms. Azzopardi is an outstanding librarian/educator who is the type of individual who brings quality to all of her work and assignments. She has earned the highest degree of trust, respect and friendship from educators and administrators within our College. I encourage you to acknowledge her many strengths, achievements and contributions to education and consider her a serious candidate for your position.

Sincerely,



Dr. Deborah B. Daiek, Associate Dean
Learning Support Services



Dodson Elementary School

Phone: 734-981-8003 FAX: 734-981-9202
E-mail: freemac@pccs.k12.mi.us

Plymouth-Canton Schools
Dan Carr, Principal
205 North Beck Road
Canton, MI 48187

June 17, 2005

To Whom It May Concern:

Please let this letter show my support of Alexa Azzopardi as a candidate for librarian/media specialist. Ms. Azzopardi was the media specialist at Dodson Elementary School this year. Dodson is a large school with 700 students from kindergarten through fifth grades. As the principal I had many opportunities to observe her work.

Alexa is a highly motivated, energetic, efficient worker. She is intelligent, organized and very capable. All of this helps her to accomplish a lot in a day's work. Alexa freely shares her expertise with others. During her year at Dodson she did a lot to help us improve our use and knowledge of technology. We are most excited about a grant she wrote that enabled us to obtain a Smart Board.

Alexa worked many late nights on projects such as Book Fairs, Family Reading Nights, and school improvement. She put in a great deal of effort organizing the library. She is extremely knowledgeable and competent in her field. She has been very helpful to people here, and she demonstrates a willingness to try new ideas.

I am sure that you will find Alexa as beneficial to your library as I did to ours.

Sincerely,

Dan Carr
Principal

April 28, 2005

To Whom It May Concern:

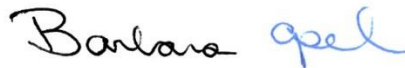
I have had the privilege to work with Alexa Azzopardi since August 2004. She is the Media Specialist at Dodson Elementary, and I am the parapro working with her.

Alexa is a very cheerful and intelligent asset to our staff. She has an impressive background, and it shows in her daily activities as she is very dedicated and goes the extra mile for staff and students. Whenever we had a technology crisis, Alexa had it fixed in no time. When a student or staff member needed a particular book, Alexa would know what book would be perfect for them. I cannot recall a situation that Alexa could not handle in her position.

We have had a wonderful year together! She is very flexible and easy to get along with, and we've laughed many times which does not always happen with co-workers. I regret to be loosing her as a colleague and a friend. Alexa will be greatly missed by many people in this building.

If you have any further questions, please feel free to contact me. I would gladly help Alexa in any way I could.

Sincerely,



Barbara Apel
Parapro
Dodson Elementary



DODSON LIBRARY
MEDIA CENTER

**205 Beck Road
Canton, MI 48187**

**Phone: 734-981-8003
Fax: 734-981-9202**



TONDA LIBRARY



May 24, 2005

To Whom It May Concern:

It is my pleasure to write a letter of recommendation for Alexa Azzopardi. Alexa and I first met seven years ago at Wayne State University in the Library and Information Science Master's Degree Program. We worked together as partners on numerous projects and presentations. During that period Alexa consistently demonstrated qualities that I admired. She was dependable. I could always count on her to complete whatever the task was in the agreed manner. She was a team player, willing to be flexible and work with me or as part of a large group. Alexa was extremely knowledgeable in library science and its related subject matter. Alexa also possessed a positive, up-beat personality with a great sense of humor.

This year I have been fortunate enough to become Alexa's mentor as a library/media specialist in the Plymouth-Canton School District. Alexa has continued to display the outstanding qualities that make her a dynamic Library/Media Specialist. Alexa has been friendly and willing to work with students, parents, and staff. She has initiated programs such as Family Reading Night for students and parents, and a "Moving Party" for the staff to voluntarily help with up-dating the computer lab. Her library science background is so extensive that often I feel as though she is the mentor in our relationship. Alexa's enthusiasm and sense of humor have been displayed through a puppet named Zuri that she uses to capture the interest of her students and effectively instruct them in library science curriculum.

In summary, I recommend Alexa Azzopardi as a candidate for any position in the field of Library and Information Science with the highest commendations. I would welcome the opportunity to respond to any questions you may have.

Sincerely,

Donna Sarrach
Library/Media Specialist
Tonda Elementary School
49603 Warren Road
Canton, Mi 48187

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CUSTER ELEMENTARY SCHOOL

<http://custer.monroe.k12.mi.us>

June 9, 2004

To Whom It May Concern:

It is with great pleasure that I write this letter of recommendation for Alexa Azzopardi. She has been employed for the last two years with Monroe Public Schools in two positions. I have had the privilege of working with her for the last year while she was in her current position of a Teacher Media Specialist in two separate buildings.

Ms. Azzopardi is very knowledgeable in the craft of being a librarian and teaching technology is an area in which she shines. She is a person who is very well rounded in all that it takes to be a successful educator. She makes sure she is addressing the needs of all children and makes learning fun and interesting. She is organized, punctual, a good time manager and very dedicated to serving the schools in which she is a staff member. She is willing to do what it takes to get the job done and always finds ways to complete what she begins.

She has fit in well with the group of Teacher Media Specialists across the district and always has suggestions that benefit all concerned. Both of the buildings that she works in appreciate all the extra things that she does and marvel at her knowledge in so many areas.

It has been a pleasure working with her and I wish her the best of luck wherever she goes.

Respectfully Submitted,

Cindy J. Flynn
Assistant Principal
Custer Elementary

/jw

CUSTER II - DEN C
5001 W. Albain Road
Monroe, MI 48161
Phone: (734) 265-4400
Fax: (734) 265-4401

CUSTER I - DENS A & B
5003 W. Albain Road
Monroe, MI 48161
Phone: (734) 265-4300
Fax: (734) 265-4301



MONROE HIGH SCHOOL
901 Herr Road
Monroe, Michigan 48161

June 3, 2003

To Whom It May Concern:

I am pleased to write this letter of recommendation for Ms. Alexa Azzopardi. I have worked with her over the past year as her administrator and evaluator.

Throughout this experience, Ms. Azzopardi has demonstrated a willingness to be a team player and has eagerly shared her wealth of technological savoir faire with teachers and students.

Her greatest accomplishment this school year has been to cross reference the Monroe High School video collection with the Michigan Frameworks Content Standards and Benchmarks. In light of the pressure from the Michigan State Department of Education and the Federal Government's "No Child Left Behind" legislature, her contribution has been helpful in the school improvement plan to increase the level of student success.

Her work ethic coupled with her organizational skills would be an asset to any organization.

Yours truly,

Mary Ann Cyr
Assistant Principal

August 18, 2003

To Whom It May Concern:

I am pleased to write a letter of support for Alexa Azzopardi and to recommend her application for a library position. I met Alexa over a year ago when she interviewed for a position with us at Macomb Community College. We offered Alexa a part-time librarian position working as a Reference Librarian. During the time that Alexa has been with us, she impressed me because she was always pleasant and helpful. She is highly competent and has a wealth of experience in assisting students and faculty with their instructional and professional development needs.

Alexa holds a Bachelor of Science degree from Eastern Michigan University, a Masters of Library and Information Science degree from Wayne State University and a Michigan Teacher's Certificate. She has taught, worked as a technology consultant and performed as a librarian.

During the past year Alexa held down a full-time job in the K-12 setting while she worked for us, part-time, to get additional on-the-job library experience. In her current position with us as a part-time librarian, she has performed admirably. She is attentive to student requests for assistance as well as helpful with faculty members in need of assistance. She is organized and communicates effectively.

Alexa possesses good written and verbal skills and is able to analyze assigned tasks, organize priorities and implement effectively on an independent basis. She can multi-task, has good judgment and understands the distinctions made between school, community college and university libraries. She is a functional team member. In addition, she understands technology, has excellent computer skills and works with people well.

Alexa is ambitious, seeking positions that provide her with an increasing level of challenge. She can be counted upon to be dependable, friendly and approachable. She is unfailingly helpful, ready to work and executes flawlessly.

I am pleased to recommend Alexa Azzopardi as a wonderful employee who is excited about working with students and faculty.

Sincerely,



Gerald F. Bosler
Director of Library and Information Services

GFB/mk

Sally J. Lyle
President

Kathleen Shefke
Vice President

Computer Confidence, Inc.
Database Applications Support & Training • Technical Documentation
18920 Superior • Southgate, Michigan 48195

734-281-7978

November 2, 2001

To Whom It May Concern:

It is my pleasure to write a letter of recommendation for Alexa Azzopardi. Alexa was employed by Computer Confidence, Inc. from June 15, 1998 until October 5, 2001, when due to cutbacks at Ford Motor Company, we were forced to lay her off.

Alexa was employed by Computer Confidence to provide system training to Ford Motor Company employees and Ford suppliers. She was an excellent teacher and exhibited attention to detail and concern for her students. Alexa is an out-going and friendly individual and is greatly missed at our company.

We are very proud to have been associated with Alexa and wish her a successful future.

Sincerely,



Kathleen Shefke
Vice President



Date: November 13, 2001

From: Susan M Oddo
Ford Motor Company
PPM MP&L BOM Supervisor

Re: Alexa Azzopardi – Letter of Reference

The reason for this letter is on behalf of Alexa Azzopardi to attest of her skills and abilities while working with my department at Ford Motor Company in the Material Planning and Logistics business process support area. Ms. Azzopardi's position was to support technical writing of "help" screens for one of the databases that Ford uses. She also supported our customer base working as a technical expert on the Help Desk. She maintained a positive outgoing attitude when dealing with any issue. She consistently drove issues to satisfactory resolution and offered other suggestions to people for future reference for both system use and business practices.

Ms. Azzopardi provided not only training expertise, but utilized her knowledge by making suggestions for improvements and refinements to our systems and business practices. She continually focused on following our processes and procedures and took a proactive approach in ensuring others do the same. She demonstrated a high quality work ethic by ensuring that she had adequately trained backup when out of the office and practiced solid organizational skills.

Ms. Azzopardi proved to be quick thinking and innovative when the need called for. She demonstrated high levels of energy in her work practices and always searched for improved methods and information to evolve into her teaching methods for Ford Motor Company. She proved to be an asset to us while working here.

Regards,

A handwritten signature in blue ink that reads "Susan M Oddo".

Susan M Oddo
Ford Motor Company

.ref

McKEEN & ASSOCIATES, P.C.

ATTORNEYS AND COUNSELORS

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645 GRISWOLD STREET
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TELEPHONE (313) 961-4400 • FACSIMILE (313) 961-5985

April 10, 2002

Ms. Alexa Azzopardi
8229 Fenton
Dearborn Heights, Michigan 48127

RE: **Letter of Recommendation**

To Whom It May Concern:

I am pleased to provide this letter of recommendation for Alexa Azzopardi, a temporary employee of McKeen & Associates, P.C. since February 18, 2002. Ms. Azzopardi's position has been eliminated due to the closure of the project which she and myself have been working on since her start date.

Ms. Azzopardi was responsible for client intake telephone calls as well as the scheduling and rescheduling of client/technician appointments. This work was very detail oriented and required excellent organizational skills due to the high call volume and large amounts of rescheduled appointments. In addition, Ms. Azzopardi has personally assisted me in the organization and restructure of my office files, as well as the tedious task of repairing and reorganizing our large legal library.

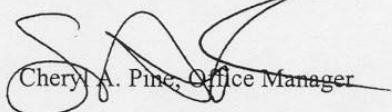
During her tenure, Ms. Azzopardi consistently produced accurate, reliable work. She maintained the highest level of professionalism when interacting with the staff, as well as our clients.

It is my professional observation that Ms. Azzopardi is an outstanding candidate for employment. If Ms. Azzopardi were to change her chosen profession, I wouldn't hesitate to offer her a permanent position with our firm.

If you have any questions regarding the above, please feel free to contact me directly.

Sincerely,

McKEEN & ASSOCIATES, P.C.


Cheryl A. Pine, Office Manager