

October 10, 2012

Re: Reference for John Mikulenka**To whom it may concern,**

I worked with John Mikulenka for 2 years at Dragoman Akademi in Istanbul, Turkey. During this period of time, I was John's boss and John showed me that he is an excellent teacher, reliable and professional.

John always seemed well prepared for class and is highly organized. I often saw him late at night or early in the morning in the teachers' lounge preparing for class. He delivered well thought out lessons that gave him command in the classroom. Also, John was meticulous with his paperwork outside of the classroom, and he always did whatever paperwork was required such as filling in registers, time sheets, student feedback forms, etc. John always behaved in a professional manner completing all necessary tasks that have been assigned.

In addition, John created our 'English Business Writing Techniques' programme. He developed and wrote the whole curriculum and delivered it to the executive groups in our corporate clients. We always received very positive feedback from the participants of this programme.

He always showed a willingness to help me, the Academic Director, the staff and the other teachers. John was very accommodating when it came to scheduling and he was able to adapt to the changes that come about in the language school world.

In reference to his teaching ability, John is an outstanding teacher who conveys knowledge in a highly effective manner, regardless of the students' age group or level of English. He has a special ability in getting his message across, and over the past 2 years, I saw drastic language improvements from the students in his class. In addition, one thing I always noticed about John is his patience. John will take the time to explain something again and again without any hint of aggravation. He is kind and supportive to his students and most importantly, his students learn English and improve.

John was a pleasure to work with and any employer would be lucky to have him. I think he will certainly continue to make an excellent teacher in the future and I recommend John without hesitation for your program.

Sincerely,
Çağatay Dönmez

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