

Direct Truck Service

(513) 752-4444 Local

(513) 753-7092 Fax

This letter is to recommend Rhonda Holscher of Rhonda's Virtual Office to complete any tasks you may wish to contract with her.

Rhonda started with our company as the 'Penske Girl' and very quickly transitioned into the position of Office Manager for our entire business. She is such a pleasure to work with as she is very considerate and thoughtful. She is very organized, detail oriented, completes tasks in a timely manner. We highly recommend Rhonda for any position you might have in mind for her.

Rhonda is a very loyal and trustworthy individual with very high morals. She will never divulge any of your personal or business information to anyone, and can be wholly depended on.

While she worked with us she worked on tasks such as filing, phones, email management, 1099's, filed our New York State taxes, created and maintained our driver's qualification packets, maintained our driver's logs and maintenance files. She also worked on project tasks to help our business grow such as implementing a data base that helped us to connect with Universal Am Cam data base when we decided to partner with them. There are many other tasks she performed and was very efficient at all tasks she was assigned.

If you are looking for a person you can depend on to complete your project tasks then Rhonda is the girl for you.

Sincerely,

Anthony & Marlene Alsgood