

To Whom it May Concern,

It is my great pleasure to write a recommendation on behalf of my colleague, David Bartlett. I worked as Mr. Bartlett's direct supervisor at Hanvit Language School in Daegu, South Korea from December of 2008 to December of 2009.

Mr. Bartlett was an English instructor to Korean students from ages 10 to 17 at various levels of proficiency. He instructed from a wide range of textbooks, including those oriented to basic skills, conversation, debate and English proficiency exams. He conducted classes that were exclusively his own and classes co-taught by a Korean instructor and/or another foreign instructor. He sincerely committed himself to maintaining an open, constructive and on-going dialog with students and fellow instructors.

Mr. Bartlett purposefully supplemented textbooks with his own innovative materials that were thoughtfully constructed and customized for the level and needs of his students. These materials showed a tremendous capacity to anticipate difficulties and to encounter them explicitly and concisely, as well as a clear understanding of the need to facilitate differentiated instruction in the EFL classroom. In both preparation and practice, he exhibited exemplary industry, enthusiasm, and classroom management skills.

He also recognized that being a great teacher took experience, reflection, perseverance, and knowledge. I always appreciated his eagerness to consult colleagues about their opinions and practice and also his willingness to share his knowledge in helping others. Furthermore, he was open and appreciative of constructive criticism from management. He was also greatly concerned with the development of his students, always putting their needs first to create a constructive and trusting learning environment. In fact, he was constantly seeking better ways to communicate and connect with his students and his genuine interest in their success profoundly motivated them.

One of Mr. Bartlett's strongest personal assets was his resolute professionalism. Even in difficult circumstances, including impromptu and erratic schedule changes and short deadlines, David never became frustrated or distressed in any way and always did his absolute best. Moreover, he epitomized altruism in assisting both his students and colleagues. In all my time as a teacher and supervisor at Hanvit Language School, I never saw a more earnestly dedicated and ambitious teacher as Mr. Bartlett; he was sincerely devoted to the teaching vocation in his time here, and has now taken the appropriate steps in making it a life-long commitment. Through his optimism and passion for teaching, he proved himself an invaluable asset to our school, as I am certain he will to yours.

It is with great confidence and honor that I recommend David for a position with your school. You will appreciate his talents, efforts and ardor to positively influence his students and all those around him. Should you have any questions please do not hesitate to contact me at any time.

Sincerely,

Vincent T. Greenier

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