

To whom it may concern,

It is with great pleasure that I recommend Anita Theis. Anita joined Outpost24 on September 1, 2014 as Marketing Assistant.

Due to Anita's various competencies and the proven track record of excellent work, her role was quickly expanded with additional tasks and responsibilities, including HR assistance, Sales assistance and Office Management. While Anita has worked cross-functional in a number of departments throughout her employment with great success, the key projects that she has worked on included:

**Event Management** – Anita has been responsible for the organization of tradeshow and own events that she managed from concept to execution.

**Content Management / Communication** – With her great communicational skills, Anita stood for the majority of all internal and external communication, including website content, social media management, development of marketing material and many more.

**HR Procedures** – Within her roles as HR assistant, Anita independently developed the company's induction and exit procedures.

Throughout her employment, Anita has shown great talent and potential, with obvious strengths within marketing, communication, project management and organization. Her background and experience makes her a generalist with the ability to use her broad range of skills in various positions efficiently and effectively.

As a person, Anita has always delivered outstanding results with great attention to detail. While being a great team player, who was liked by the whole team, Anita has also shown a high degree of autonomy and independence who needed little to no supervision. She is an ambitious person and a hard worker who is committed and loyal to her work and who doesn't stop before she reaches the perfect results.

Anita has proven to be of great value and a real asset to the organization, and I have been very happy to work with her throughout all stages of our collaboration.

Due to organizational changes and the nature of our contract, I deeply regret her departure from the company.

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I am convinced that Anita will bring strategic value to any company and I can recommend her warmly to potential future employers for any position, Anita wishes to obtain.

Please feel free to contact me should you require any further information.

Best Regards,

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Vaida Tickute  
Global HR Business Manager



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