

COLLEGE OF LAKE COUNTY
BUSINESS DEPARTMENT
19351 West Washington Street
Grayslake, IL 60030

April 30, 2017

RE: Silvia Valtierra

Dear Potential Employer

It is my pleasure to recommend Silvia Valtierra to you as an employee. I had Silvia as a student in the Paralegal Studies program in Real Property Law and Probate Law. Silvia was an excellent student, with excellent grades in our program and always prepared for class.

Silvia is very conscientious, punctual and reliable. Silvia volunteered with me at the Guardianship Help Desk and developed an information sheet of the agencies in Lake County that will help our pro bono clients now and in the future. I have enjoyed having her participate in my class and she will be a tremendous asset to your Office.

If you have any questions about Silvia's qualifications, please feel free to contact me.

Sincerely,

Sandra M. Moon, Esq.
Paralegal Studies Program, Adjunct Professor
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