Amanda C. Willis

1110 Lindale Avenue

Oakland, CA 94612

 Dear Mrs. Willis

I am writing this letter to verify that Anthony L. Jones is currently employed with Nelson Roofing. He currently holds the position of head roofer, the highest ranked manager on a jobsite.

He has been working as a roofer with us for the last 3 years. He is always on time, he is polite, respectful, and very responsible. We have not had any problems with him in the past, and we don’t forecast any problems with him in the future. The position he is holding is in demand, so it is safe to say the he will be employed by us for quite a while.

If you have any questions about Anthony L. Jones’s current employment with us, don’t hesitate to call me at 342-902-1234.

Margaret J. Nelson