



TARUN KUMAR & ASSOCIATES

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TARUN GROVER

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To

Ms. Neha

Sub- Letter of recommendation for her motivation to study abroad

Dated- 05th of May 2022

TO WHOMSOEVER IT MAY CONCERN

This is to certify that above said candidate was joined us in 2018 September as an office administrative executive, later got placed on December 2019 in consulting section for supporting as the project coordinator to the key client accounts, we are the Chartered accountant & Company Secretary Firm offering the consulting & financial services on outsourcing basis. Being a Project coordinator she is responsible & accountable to handle our 3 client accounts over the Key responsibilities include: Supporting & complete the process of assessment with Team of client account for planning & understanding the areas to consult. Negotiating & report the performances of the clients and establishing a timeline of performance. Managing communications between key clients and internal teams. Managing demand planning for each key account. Anticipating key account changes and improvements. Expanding relationships and on-boarding the brand on other clients. Planning and presenting reports on account progress, goals and quarterly initiatives to share with team members. During this tenure of her work we found her to be sincere and hardworking with high integrity she always interested to involve in works around her with the curiosity to learn. We found her quite active in taking up the task assigned to her, We wish her all the best.

Authorised Signatory

For Tarun Kumar & Associates

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