

LETTER OF RECOMMENDATION

12.06.2019

To Whomsoever it may concern,

It's our absolute pleasure to recommend Manasi Patil, who has interned with our company, Past Perfect Heritage Management from 15th April, 2019 to 7th June, 2019.

Manasi was an extremely valuable asset to our company while she was working with us and exhibited excellence with each responsibility given to her during the course of her internship. She is dependable, incredibly hard-working, self-motivated, passionate, and true to her work. In the course of the two months, Manasi assisted our teams with archival documentation, building research aids, oral history transcriptions and editing among other functions that she assisted us with.

Manasi began her internship with us at the Bajaj Archives project where she worked with oral history interviews and processed the transcripts of some of these interviews. She was then asked to give visitor tours in an exhibition curated by our company based on the archive of Bharat Floorings and Tiles, for which she had also assisted the team with some research work prior to the main exhibition days. After this brief responsibility, Manasi was posted on an intensive cataloging project where she was required to create metadata entries for archival records pertaining to the British rule in India. This formed a major part of her internship, after which one of her last responsibilities was that of building a personality database at the Bajaj Archives as a research aid. Across all the projects that she was posted on, Manasi has shown great potential and completed her targets on time. She has been composed in pressure situations and handled multiple responsibilities with great ease. She can certainly be trusted with responsibility and has shown an initiative to learn and grasp new skills quickly and smoothly. The teams she worked with have been extremely happy with her work and output, and have had no complaints regarding the quality of her work or work ethic.

Manasi is passionate about her career and is working tremendously hard towards achieving her dreams. We wish her all the best in all her future endeavours. Without a doubt, we confidently recommend Manasi Patil to your esteemed organisation. Should you like to discuss Manasi's qualifications and experience further, please feel free to contact us, we'd be happy to expand on our recommendation.

Best wishes,
PAST PERFECT HERITAGE MANAGEMENT LLP



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