

October 30, 2017

RE: Tina Marie Gomez

### To Whom It May Concern:

It may seem strange to receive a letter of recommendation after you have hired a candidate but I feel compelled to share a couple of observations regarding my time working with Ms. Gomez. Tina is funny, brilliant, creative, humble, exacting, patient, flexible, and did I mention, funny. It has been my pleasure to work with her these last months and I will miss collaborating with an individual who can challenge me at the same time that she gives me room to move the puzzle around until I find the correct mix.

Tina has been the reason we have regained our credibility as a valuable source of information on the Mainland and she will be sorely missed. Her talents extend far beyond the production of our little paper. Her well-considered touch is why people pick the paper up and the reason they begin to read. You are receiving a multi-layered gift. I hope you appreciate and value what you have.

Warm Congratulations,

The Post Newspaper



April 10th, 2020

RE: Hiring Tina Gomez

To Whom it may concern,

Tina has been working for my digital marketing agency as a graphic designer for the past 2 years.

She is incredibly talented in graphic design. In addition, she always looks to make things better and gives ideas and insights to myself and our clients.

Most importantly, she has a positive attitude at all times and is a real joy to work with. She works hard, is on time, and has an outstanding character. The type of person that companies want.

I regret letting Tina go, however my digital marketing agency has suffered greatly due to the COVID19 pandemic and I had no choice.

I HIGHLY recommend Tina for a graphic design position as an advanced designer in any organization.

Please feel free to contact me with any questions. 281-693-5372

Many Blessings, Charles Mazzini, CEO Hyperlinks Media, LLC Melissa Tortorici
Director of Communications

April 5, 2017

To Whom It May Concern,

It is my sincere pleasure to write this letter of recommendation for Tina Gomez who is applying for Communications Specialist. I have known Tina for two years. She previously worked for me as a communications assistant in Texas City ISD.

While in Texas City ISD, some of the things Tina assisted me with included updating our education channel with relevant information, helped with social media messaging, and kept our website current. In addition, she is a fabulous graphic designer and is very creative.

Tina has a vast set of skills that will enhance the City of Galveston. She has a pleasing demeanor that makes her very approachable and likeable. While she worked for me, I found her to be a dedicated, hard worker. She could be counted on to come to work every day. She is trustworthy and dynamic, and it is obvious that she is passionate about her work.

If I can be of further assistance to Tina, please do not hesitate to contact me at my office, 409-916-0114; on my cell phone, 409-939-5413; or email me at <a href="mailto:mtortorici@tcisd.org">mtortorici@tcisd.org</a>.

Melina Intoria

Melissa Tortorici

School of Medicine Graduate School of Biomedical Sciences School of Allied Health Sciences School of Nursing Marine Biomedical Institute Institute for the Medical Humanities UTMB Hospitals and Clinics



Department of Patient Finance

### To Whom It May Concern:

Tina Martinez is an extremely creative individual. She is always thinking of better ways to do things and vocalizes her ideas and suggestions. She has a vast amount of knowledge pertaining to all types of software programs and can create just about any type of report, flyer, newsletter, document or form you may need. She does not hesitate to share her PC knowledge with anyone who may ask for help.

Tina is always looking for a new challenge. She will accept and conquer these challenges with great enthusiasm. Among her skills you will find that Tina has a great personality. She is well liked inside and outside of the office because of her friendly and caring nature.

Given the opportunity, I am confident Tina will demonstrate her capabilities and will prove to be a valuable asset to your team.

Sincerely,

Diana Agorastos

Manager of Patient Accounts

School of Medicine Graduate School of Biomedical Sciences School of Allied Health Sciences School of Nursing

Marine Biomedical Institute Institute for the Medical Humanities UTMB Hospitals and Clinics



Department of Patient Finance

From:

Michelle Hopkins,

**Manager of Patient Accounts** 

I would like to take this opportunity to brief you on the exceptional qualities of Tina Martinez.

I have known Tina approximately 10 years. During this time I have had the pleasure of working with her and supervising her. Tina demonstrates professionalism at all times and is very knowledgeable of all PC programs.

I have also worked on several projects with Tina where creativity was an absolute must in order for the project to be a success. To no avail we have always succeeded with Tina as part of the Team.

I would recommend Tina as an excellent candidate for the position that is open in your department. If you would like to discuss her qualifications further please do not hesitate to contact me at (409) 747 - 1062.

Sincerely,

Michelle Hopkins

**Manager of Patient Accounts** 

Commercial, WCI and Agency Follow-up

Rt 1076 / Ext. 71062

## The University of Texas Medical Branch

# UT-MED, The Group Practice of Medicine Financial Services

123-25th Street, Shearn Moody Plaza, 2nd Floor Galveston, TX 77555-1022 (409) 772-7893, FAX (409) 772-7876

October 25, 1995

To Whom It May Concern,

I would like to take this opportunity to introduce Tina Martinez. Tina reported directly to me for the past 4 years in two different roles. Before being promoted to a Manager of Patient Accounts, Tina worked as a Senior Patient Service Representative in a role that was extremely important to the functionality of the Insurance Follow-up Units at Physicians' Billing Services. I relied heavily on Tina to coordinate system testing, handle special projects, and fill in as a floater when other Patient Service Representatives were out on extended leave. Immediately before promoting Tina to a Manager, she took over the role of the Team Leader in the Claims Processing Unit. She was then promoted to a Manager and took on additional responsibilities shortly there after.

Tina's strengths include her strong ability handle special projects, her dedication to the best job she possibly can for the department, and her wonderful interpersonal skills. Tina is always looking for a better way to do her job and would be an asset to any department. Please feel free to contact me if you have any questions. I can be reached at (409) 772-7707.

Sincerely,

Diane Doyle

Sr. Manager of Patient Accounts UT-MED Physicians' Billing Services

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The Group Practice of Medicine at UTMB

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UT-MED Physicians' Billing Service

University Of Texas Medical Branch Galveston, Tx 77550

Re: Tina Martinez

I am writing this letter to recommend Tina Martinez for a Senior Secretary position. Tina is a highly motivated individual who has repeatedly shown her ability to successfully balance all of the demands imposed upon her. Tina has very good communication skills and is very personable. Tina is a "whiz" with the computer-she always strives to master new programs and word processing techniques. Some of the programs she is proficient in are Excel, Lotus, Word, and Power Point to mention a few. She is very creative and artistic and has shown these attributes in many of her projects.

Tina takes pride in her work and is a model "hard worker". Tina is simply one of the best team player I've ever worked with-not only in skill and intelligence, but also in attitude.

Please do not hesitate to contact me if you would like discuss Tina's abilities in greater detail.

Sincerely,

Laura J. Rabago

UT-Med Physician Billing Service

jame Clerbas

Manager of Patient Accounts

(409) 747-6160

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Department of Patient Finance

Please let this letter serve as a letter of recommendation for the multi-talented Tina Martinez.

I highly recommend Tina for any endeavor she chooses to undertake and would not hesitate to work with her again. She has many strengths as an employee, but her computer skills shine above all the rest. Although, I am her Team Leader, I find myself asking her questions and advice. Not only, is she very knowledge when it comes to any Microsoft Office tasks, she also has a definite knack for style and design.

She works very well with the rest of our staff and has been responsible for many positive ideas and suggestions.

If you should have any questions, I would be happy to speak with you concerning Tina as I feel she is an asset to Eligibility Programs and would be to any future employer.

Sincerely, Diane Mitchell

Diane Mitchell

#### TO WHOM IT MAY CONCERN:

It is my pleasure to introduce to you Tina Martinez. She is a genuinely honest and hard-working person whom I met as a co-worker at the time of our mutual employment with UTMB, Physicians' Billing Service.

Through the years of knowing Ms. Martinez, I have known her to begin at an entry level position and progress to positions of management-level responsibility and supervision. She possesses a wonderful personality, genuine interest in doing a good job and perseverance to accomplish what she sets her mind to do. I know that she can and will be an asset to any employer that decides to have her in their employ.

Sincerely,

Ana A. Jennings P. O. Box 4015 Palmer, AK 99645 (907)-376-9052



TO:

Sherri McLarin

**Employee Recoginitions** 

FROM:

Nancy H. Rembert

Patient Finance

SUBJECT:

Tina Martinez

I have worked closely with Tina Martinez since she first became employed with the Department of Patient Finance. On a professional level Tina has been an exceptional team player and co worker. She goes beyond the normal call of duty by giving 100 per cent of herself to everything she does. She is well liked by her co-workers and business associates. Regardless of her workload she finds time to help with employee incentive activities. She was instrumental in initiating a very dynamic newletter for our department, always kept up with employee Birthdays and generated Birthday fliers for our monthly Birthday celebrations. In all the time that I have known her she has never displayed anything other than a cheerful disposition and attitude in the workplace. Tina Martinez has been a valuable asset to the Department of Patient Finance, and will be a valuable asset to any future employer she may serve.

Sincerely,

Nancy H. Rembert Maney H. Rembert



School of Medicine Graduate School of Biomedical Sciences School of Allied Health Sciences School of Nursing

Marine Biomedical Institute Institute for the Medical Humanities UTMB Hospitals and Clinics



Department of Patient Finance

To: Whom it may concern

Tina Martinez has been my co-worker since November '95. She has helped me tremendously in familiarizing myself on how to use my computer more efficiently. She is always willing to show me different ways to do things on the computer. Whenever I need help, I call her and she is always there or at least routes me in the right direction. She definitely knows what she is doing and is always thinking of ways to make our job easier.

Ext. 71018

Cynthia Ann Molis, Co-Worker, Capithia Gre multiplease

301 UNIVERSITY BOULEVARD GALVESTON, TEXAS 77555-1076 (409) 747-1000



RE: TINA MARTINEZ

TO WHOM IT MAY CONCERN:

I'VE KNOWN TINA OVER A YEAR, ALTHOUGH I DON'T DO THE SAME JOB I DO SIT CLOSE ENOUGH TO HER TO OBSERVE HER PERSONALITY AND HER ABILITY TO WORK WELL WITH OTHERS. AT TIMES I'VE HAD PROBLEMS WITH NEW PROGRAMS ON OUR COMPUTERS AND TINA WAS ALWAYS VERY HELPFUL. I'VE SEEN FLYERS SHE HAS CREATED AND THEY WERE DONE BEAUTIFULLY. I HIGHLY RECOMMEND HER FOR THE EMPLOYEE RECOGNITION PROGRAM POSITION.

JANET BULLACHER

747-1178

