

United Nations  Nations Unies

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REFERENCE: Internship Evaluation and Recommendation for Ms. Alexandra Davidsson

30 April 2014

To Whom It May Concern:

This is to confirm that Ms. Alexandra Davidsson worked under my supervision at the United Nations as an intern in the Information Management Unit (IMU) from 01 November 2013 to 30 April 2014.

Part of the Strategic Communications Division of the Department of Public Information (DPI), IMU assists over 60 UN Information Centres (UNICs) worldwide by providing them with information materials on UN-related issues and supporting their Information and Communication Technology needs.

Ms. Davidsson was involved in a variety of projects during her internship, including dissemination of electronic information materials to the global network of UNICs, preparation of content for inclusion in the UNIC Standard Operating Procedures manual, and drafting of a guideline for our dissemination activities. In addition, Ms. Davidsson assisted on a project to test the viability of a speech-to-text software package, where her primary responsibility was building a translation dictionary.

Ms. Davidsson required little to no supervision in performing her duties. She ably handled all of the assignments given to her and completed them in a timely and thorough manner, efficiently meeting project commitments and deadlines. Ms. Davidsson was well-liked by her colleagues worked very well with them. Her work ethic, reliability and conscientiousness were highly appreciated.

Based on my experience working with her, I believe that Ms. Davidsson is the type of employee that any organization would be happy to have on their workforce.

Please call me at +1-212-963-1884 if you have questions or would like additional information.

Sincerely,



Judith Alagno (Mrs.)
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