

Janet Ko
Foreign Teacher Manager
SPOL English Institute

[REDACTED]
South Korea



To protect the privacy of both me and my recommenders, some location and contact information is omitted. A copy of the complete letter of recommendation is available upon request.

May 4, 2018

TO WHOM IT MAY CONCERN:

I have known James Michael Hill for a period of three years in my capacity as Native Teacher Manager at SPOL English Institute. James worked as a Native English Teacher at three of our campuses in [REDACTED]. I have found him to be effective, organized and dependable.

James is a competent English teacher. He frequently used audio and visual resources to help his students learn. He has taught classes ranging from our lowest phonics classes to our highest advanced classes. During our Winter intensive period in 2017 and 2018 James helped prepare students for the [REDACTED] City Speech Day. Several of the students he helped prepare went on to win awards.

James is also very organized. In his time at SPOL, James did well at creating semester, weekly and daily plans for his classes. Throughout the semester, James was always able to follow his schedule and cover all the material in his classes by the end of the semester. He was also able to finish all of his grading and comments on time.

He is also dependable. While working here, he never called off sick and was careful to take vacation days at times that would not inconvenience other teachers. He was committed to our company and would take on any task he was asked to do. James has helped us record audio for our e-learning site. Additionally, after our academy closed for the MERS outbreak in Korea in 2015, James worked long hours on weekdays as well as on Saturdays to help make up classes.

I have no doubt that James will be a productive contributor to the work of any institution he works at. He is an honest and open-minded person and will be a valuable team member. If you need additional information about James please contact me by email at [REDACTED].

Sincerely,

Janet Ko
Native Teacher Manager
SPOL English Institute

