

Consumer Cellular®

September 28, 2026

To Whom It May Concern:

I am pleased to recommend Tracy Hogan for a receptionist position. During her time with Consumer Cellular, I had the opportunity to observe her professionalism, exceptional customer service skills, and dedication to creating a positive experience for both customers and colleagues. I also had the wonderful opportunity to get to know Tracy as a person and find her to be genuine, kind, and incredibly interested in helping others.

Tracy consistently demonstrated excellent communication skills and a welcoming demeanor. She served as the first point of contact for visitors, answered incoming calls promptly and professionally, managed scheduling needs, and handled administrative tasks with accuracy and efficiency.

One of Tracy's greatest strengths is her ability to remain calm and organized in a fast-paced environment. She effectively prioritized competing demands, maintained confidentiality when handling sensitive information, and consistently displayed a positive attitude, even during challenging situations.

In addition to her strong organizational skills, Tracy is dependable, punctual, and highly adaptable. She routinely took initiative to assist team members and contributed to a professional and customer-focused workplace environment.

I am confident that Tracy would be a valuable asset to any organization seeking a personable, professional, and reliable receptionist. I wholeheartedly recommend them for employment and believe they will excel in any customer-facing or administrative role.

Please feel free to contact me if you have any questions or would like additional information.

Sincerely,

Jennifer Morasch
Senior HR Retail Manager

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