

November 2025

Reference Letter for Carolina Almeida

To whom it may concern,

I am pleased to provide this reference for Carolina Almeida, who has been completing a year-long placement with us at Micronclean since February 2025. During her time here, Carolina has consistently demonstrated professionalism, reliability, and a strong work ethic.

Carolina's role involved a wide range of creative and technical responsibilities, including packaging design, illustrations, 2D and 3D video and animation, poster creation, and contributions to our internal newsletter. She also supported the development of internal logos and various design assets for the organisation. Her versatility and ability to adapt her skills to different tasks made her a valuable member of our team.

One of Carolina's most commendable qualities is her dedication and reliability. She approaches every task with responsibility and enthusiasm, consistently delivering work to a high standard.

Carolina has always displayed a strong commitment to her professional development. She regularly conducted research and sought opportunities to deepen her knowledge and improve her skills. This proactive approach to learning greatly enhanced her contributions to our team and highlighted her ambition to grow within her field.

Working with Carolina has been very easy and enjoyable. From day one, she integrated seamlessly into the team, communicates clearly, and is always open to receiving feedback. Carolina follows project briefs attentively and is never afraid to ask the right questions when something needs clarification. Despite being at an early stage in her career, Carolina contributes ideas confidently and thoughtfully, even when working alongside more senior colleagues. She brings a refreshing perspective and is never hesitant to share creative solutions that genuinely add value to our projects.

I highly recommend Carolina for any future employment opportunities. She possesses an excellent blend of technical expertise, creativity, and a commitment to excellence that sets her apart as an exceptional candidate. I am confident that she will make significant contributions to any organisation fortunate enough to have her.

If you require any further information, please do not hesitate to contact me.

Sincerely,

Cristiana Salgueiro
Senior Graphic Designer

* Private information (such as signatures and contact information) has been removed for privacy reasons, this can be given upon request.