

Major Craig Clemans  
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29 Jan 09

To Whom It May Concern:

From: Major Craig C. Clemans, USMC

Subject: LETTER OF RECOMMENDATION FOR MICHAEL BASTOS XXX-XX-8872

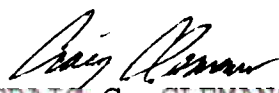
1. Having served in the Materiel Readiness Branch with Michael for eight months from June 2008 to January 2009 it is a pleasure to provide this letter of recommendation.

2. Michael's character and perseverance in the work place set an exceptional tone for the Marines working around him. Gifted analytical skills, Michael's abilities were showcased during a number of data analysis projects I requested his help on involving over \$157M worth of property record adjustments. His mastery of various technical software programs and highly developed critical thinking were leveraged on numerous occasions to manipulate data, the magnitude of which was used to provide support to over 25,000 Marines. Michael's creativity and problem solving skills saved me personally, an estimated 85 man hours of work this fall.

3. Michael's dependability and sound judgment allowed him to be assigned tasks which require him to work autonomously or lead others. With a proven track record, tasks were assigned without reservation and faithfully executed.

4. Having spent three years on the Marine Corps' Field Supply and Maintenance Analysis (FSMAO) Team I had the privilege of analyzing 85 supply accounts over the course of three years and 13 states with a small team of subject matter experts. Michael's aptitude and demeanor is perfectly suited for such a team. The focus of our team, as Michael's, was to constantly improve processes and determine how best to maximize efficiency.

5. It is your good fortune to consider Michael Bastos for employment; please feel free to contact me regarding his faithful service to the Marine Corps or sterling character. I can be contacted at [craig.clemans@usmc.mil](mailto:craig.clemans@usmc.mil) or HM 089-894-4631, WK 011-81-611-722-7240.

  
CRAIG C. CLEMANS  
MAJOR USMC