

February 1, 2017

Recommendation letter


Over the past 2 years Kateryna Zhuzha has been one of my direct reports and also a collaborator on various internal projects. Performing a split role, Kate shared her time into two areas crucial for sustainable development of our service line. Kate divided her time into providing temporary Assistant support to our Clients by covering for absent colleagues as a Float Assistant and coaching our new joiners regarding our best practices on continuous improvement, as a CI Coach. The role required very good time management skills, ability to quickly establish trust with the Client and the flexibility to adjust to different working styles and shifting priorities. Kate was extremely effective and efficient dealing with all her everyday responsibilities, using any spare time she had to constantly look for opportunities to develop outside her immediate role, be it via in-person / online course participation or by getting engaged in office initiatives and projects.

Kate's eagerness to help and go the extra-mile both while dealing with her everyday responsibilities and when getting involved into additional activities has always been highlighted by her colleagues. She is appreciated for being fully engaged and making sure the results of her work were up to the highest standards, which was especially important given the set up she was working in. All these qualities coupled with excellent work ethics allowed her to build trust not only among her work colleagues, but most importantly among our Clients.

Additionally, when being part of any project, Kate is always one of the main contributors and driving forces behind any efforts, easily connecting dots and basing on her large experience in the role and educational background to create meaningful content. I have been involved in two large projects this year where I had the opportunity to observe Kate's work in this context. Kate's spike for owning and driving pieces of the project was very visible. During our brainstorming sessions, she always had very insightful comments and showed a lot of independent thinking and conclusion drawing. She easily built concise and logical power point presentations and was always open to feedback and willing to quickly act on it. I was very happy to work with her and be on the same team, as she is very collaborative, open-minded and fun to talk and be with.

Overall, my experience working with Kate is excellent. It was a real pleasure to have her on the team and observe her dynamic professional development over the past 2 years - both in terms of hard skills required for the role and soft skills, with a special focus on mastering communications. I am absolutely positive that Kate would be an invaluable asset to any team and any learning program and I can definitively recommend her for CEMS Masters in Management program. Happy to have a follow-up discussion over the phone, if needed.

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