

Business School Recommendation Letter

When a bank conducts investment business, the authorities need to impose regulations for capital, liquidity, and other aspects and appropriate management systems are required. In addition, trust and banking companies have to fulfill their fiduciary duty. Our company is under various constraints and needs to coordinate a variety of issues with relevant sections inside and outside our company. Accordingly, explanations about transactions need to be accurate and concise. Mr. XXX possesses an advanced ability to comprehend and process information, but the documents he produces sometimes become too detailed or lengthy. I recently entrusted him with the revision of the investment policy of RMBS in Australia. His first report had a sufficient amount of information, but the abundance of information made it difficult to read and his descriptions were too lengthy and hard to understand. I have advised him to produce a report by utilizing visual effects and writing sentences from the viewpoint of his readers, so as to convey what he wants to say accurately and concisely, and he has worked hard to follow my instructions.

Since the performance of investment business depends on the freshness and accuracy of information, the information described by counterparties is sometimes fragmentary or vague. He can understand explicitly mentioned information but sometimes fails to grasp the implications of keywords in talks. I have advised him to research the client profiles in advance, to read between the lines and to extract desirable information from every conversation. He has striven to satisfy my requests, which can be challenging for young staff members.

In order for Mr. XXX to become a leader, he must develop the ability to express his opinions accurately and grasp the true intentions of the other party. This means he must be able to explain logic accurately, understand the standpoints and interests of others, and provide persuasive explanations. In order to do so, he needs to interact with people from many different cultural back grounds and hone his English communication and discussion skills. I expect that the experience he would accumulate in the overseas MBA program would help him advance in his career.

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