



## LETTER OF RECOMMENDATION

**NORTEGEST – SERVIÇOS ADMINISTRATIVOS**

**Avenida Dr.º Bernardo Brito Ferreira, 16 Vila Verde - Portugal**

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Data: 28/ 03/ 2026

To whom it may concern,

It is with great pleasure that I recommend Eliška Štruncová, who completed an Erasmus+ internship at NorteGest – Administrative Services from 19/03/2026 to 28/03/2026.

During this period, the intern integrated exceptionally well into the team, demonstrating responsibility, professionalism and adaptability in a dynamic work environment.

The intern developed key skills, including:

- Document organization and management
- Customer support
- Data handling and analysis
- Support in administrative and public procedures

They stood out for their fast learning ability, attention to detail and increasing autonomy, as well as strong interpersonal and communication skills.

Based on their performance, I am confident they will be an asset to any organization.

I highly recommend them without reservation.

Sincerely,  
  
(Ana Sofia Vieira de Freitas Esteves)