



GRIFFON LLC

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To Whom It May Concern:

October 30, 2019

Reference Letter

I write this reference letter for Mr. Oleg Votyakov with great enthusiasm for the exceptional quality of his work as a translator of written English to Russian and vice versa. Mr. Votyakov has been translating for our translation bureau for the past three years now, since August of 2016, as a member of our Russian translation team that is charged with handling some of our major clients. We pride ourselves on hiring the best employees, a stringent evaluation process, and an absolute necessity of professionalism. I am proud to say that Mr. Votyakov fulfills all of these qualities and more.

While Oleg is vigorous and meticulous in insisting on exact meanings for words, in both languages, he also understands that words are, at best, symbols for expression. Thus, he is capable of more than literal transposing from English to Russian and vice versa. Oleg has proved to be a well-versed professional with a lot of experience. He has an eye for detail and always delivers high-quality work results. Oleg showed on numerous occasions that he is a trustable employee, well organized, efficient, and extremely competent. His output was impressive in terms of both quality and quantity.

Oleg is a hard-working and energetic person, and I have no doubt that in view of his qualifications and experience he will be a productive contributor to the work of any institution. I have no hesitation in recommending Oleg to any avenue he pursues. If you have any questions, please email me at griffon@grfn.ru.

General manager

Krivousov A.V.

