**CHARLOTTE STALEY**

char.staley6@gmail.com

October 26, 2026

**To Whom It May Concern:**

I have worked closely with Jacob Smith for the past year through our work in cybersecurity resiliency and downtime preparedness. Our work together has included downtime readiness and cybersecurity awareness initiatives. This letter reflects my experience working alongside him during that time.

One of the things I appreciate most about Jacob is his willingness to learn. He asks thoughtful questions, is open to feedback, and is willing to jump into something new even when he doesn't have all the answers yet. He doesn't just want to complete a task. He wants to understand why the work matters and how it fits into the bigger picture.

Jacob has gained hands-on experience with cybersecurity resiliency, downtime preparedness, disaster recovery, and cybersecurity awareness while pursuing his Computer Science degree with a Cybersecurity emphasis. What has impressed me most is how he takes what he is learning and applies it to real-world work. He has continued to take on more responsibility, work through problems independently, and grow more confident in his abilities.

Jacob is also simply a great person to work with. He is dependable, thoughtful, easy to communicate with, and follows through on what he says he will do. He has a great attitude and is someone I know I can count on.

I've really enjoyed getting to work with Jacob and seeing his development firsthand. He has a strong foundation, a willingness to learn, and the kind of attitude that makes you want to invest in his development. I'm excited to see what he does next, and I would absolutely recommend him for an opportunity where he can keep learning, challenge himself, and continue building his career.

Sincerely,



**Charlotte Staley**
Program Manager, IHT
char.staley6@gmail.com