



# STROUD DISTRICT COUNCIL

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To Whom It May Concern:

Mrs Joanne Jordan  
Head of Revenues and Benefits  
Stroud District Council  
Ebley Mill  
Stroud  
Glos  
GL5 4UB

February 2004

Dear Sir/ Madam

## Reference for Simon Bailey

Simon worked at Stroud DC from January 2003 to date as an interim Benefits Manager. His duties included managing and motivating a team of 16 staff, which he did very well. During his time with us Simon helped us through a difficult period in Benefits. He successfully project managed the implementation of a new IBS Housing Benefit system together with a new Document Image Processing and Workflow system. This was in addition to planning and implementing the new tax credits in benefits.

Simon has excellent communication and negotiation skills and has achieved the deadlines and targets that were set for him.

Simon is well liked and respected by both his team and the other managers. He is very hard working and gave his full commitment to this role.

I wish Simon every success for the future and I would have no hesitation in employing him again.

Yours Faithfully

Mrs Joanne Jordan  
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