

# RICHLAND COUNTY COUNCIL

## SOUTH CAROLINA

FROM THE DESK OF CHAIRMAN AND DISTRICT 11 REPRESENTATIVE NORMAN JACKSON

December 11, 2014

To whomever this may Concern:

I am pleased to write this letter of recommendation for Ms. Justine Jones. I have known Justine since she came to work in Richland County Government which was during a time of transition. I have been consistently impressed by both Justine's attitude towards her work and performance on the job. She confidently accepted her role and took full responsibility by jumping right in and taking the initiative in confronting several organizational challenges that required a seasoned professional with a steady hand and laser sharp focus to resolve.

Her interpersonal and communication skills have translated into productive and positive working relationships with the County Council, staff and customers. Justine's accomplishments did not go unnoticed: she was offered the chance to lead the creation and administration of Richland County's newest department, the Office of Small Business Opportunity. She tirelessly worked over a year constructing the program and putting all the operational pieces in place. Through her accomplishments, Justine created a team atmosphere with a sense of mission and a common purpose that fostered an environment where the department and organization could thrive. It is a testament to the meticulous development and establishment of the office that the community is well served by her accomplishment. In the first few months of operations nearly 50 firms were certified; more than half of these have also secured work through the County under her helm. The results are commendable and clearly she was the right person for the job.

As Chair of the County Council and Councilperson for District 11 in my years of experience in the public sector, I have had the good fortune of working with few remarkable public servants; Justine unquestionably ranks among the best! Her ability to lead and motivate staff, her impeccable ethical standards, her follow through and commitment to keeping the Council and public informed and her poise and calm temperament mark her a leader of the highest caliber. I would enthusiastically recommend her for an executive level position without hesitation.



Chairman

Central Midlands COG

City of Columbia Liaison

Alvin S. Glenn  
Detention Center

Consolidation/Privatization  
Ad Hoc Committee

Convention & Visitors Bureau

Counties

Delegation

Dirt Road Ad Hoc Committee

Famously Hot New Year

Innovista

International  
Ad Hoc Committee

Public Library System

Midlands Technical College

Recreation Commission

Richland Memorial  
Hospital Board

Riverbanks Zoo

Regional Transit Authority

School District One

Sewer Ad Hoc Committee

Tax Increment Financing

Township Auditorium

Transportation  
Ad Hoc Committee

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S O U T H C A R O L I N A



If you have questions or would like to discuss further my recommendation, please contact me at the email address or phone number listed below.

Sincerely yours,



Chairman Norman Jackson  
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