

**Crossways Unit**

103-222 Furby Street
Winnipeg, MB
R3C 2A7
Ph: 775-6513
Fax: 775-0647

Gretta Brown Unit

336 Flora Avenue
Winnipeg, MB
R2W 5H1
Ph: 586-3763
Fax: 582-0953

Kennedy Unit

355 Kennedy Street
Winnipeg, MB
R3B 2M9
Ph: 942-6022
Fax: 943-6555

Kid Gloves Unit

555 Logan Avenue
Winnipeg, MB
R3A 0S4
Ph: 786-6128
Fax: 788-4168

www.daynurserycentre.ca

January 5, 2018

To whom it may concern

Please accept this letter as a reference for Kevin Kowal for the work he has performed for Day Nursery Centre's four early learning and child care centres.

Kevin began performing Information Technology (IT) work for Day Nursery Centre in 2012. Some of his work has been contracted and some has been completed on a volunteer basis. The work he has performed for us includes, updating our previous website, creating a new website, computer and internet troubleshooting and repairs and maintenance. He has also reconfigured all of our computers and tablets and advised us on computer, software and other technological purchases and installations.

Further Kevin has gone out of his way to volunteer for our organization by using his IT skills to provide entertainment for our staff holiday party for a number of years. He has created games that our employees can participate in and enjoy. It has been greatly appreciated.

We have found Kevin to be reliable and responsible; always coming when needed, and at times on short notice. He follows through with the work until it is completed, even staying past his agreed upon time.

Kevin is patient and explains IT issues and terminology in a calm, professional and respectful manner to those who may not be as familiar with technology, as many of us are.

If you have any questions regarding this letter or Kevin's work with Day Nursery Centre, please contact me at 204-775-6513 or dnced@mymts.net

Sincerely

Fernanda Hodgson
Executive Director