

Graduate Recommendation Letter

Dear Admission Committee of MSc Environmental Technology, Imperial College London:

I strongly recommend Mr. XXX for admission to the MSc Program in Environmental Technology at Imperial College London. I am a group manager in the strategy planning group of the nuclear power plant division at Toshiba Plant Systems & Services, Co., which provides integrated operations service ranging from planning and engineering to procurement, construction and field services of social infrastructure. I have worked with Mr. XXX from April 2012 to September 2016 as his direct supervisor, so I am well qualified to make a proper evaluation on his managerial potential, professional analytical skill and personality. I had the pleasure of witnessing his professional development and I can state with confidence that he is a motivated and excellent applicant to your MSc program.

In order to describe his abilities and personality, I will explain a main job in which he was involved and how he made an excellent achievement despite facing many challenging tasks. We selected Mr. Fujimagari as one of the main specialists in financial planning and management being in charge of reporting to a general manager. As one of the significant aspects of strategy planning and management, financial planning and management plays a huge role. To be honest, I was worried about his performance at first because he is very young and all of his predecessors had over twenty years of experience in the nuclear power plant business. In fact, in all of the strategy planning meetings, all thirty participants other than him were fully experienced and in middle, senior and executive managerial positions. Despite his youth, he produced better outcomes than I had expected. It was no surprise to me when he was given the highest grade as a specialist in his third-year appraisal. As his direct supervisor, I highly praised his excellent management skills, professional quantitative power, and considerate and forceful personality.

First, as for his excellent management potential, he demonstrated management skills including a coordinating skill in the process of financial planning. The remarkable coordinating skill is required in this job because it of the possibility of conflict among departments about financial target allocations. In order to mitigate conflicts and create the most effective financial plan, he took the most suitable approach to the difficult task in the best way he could have. For instance, he always paid careful attention to potential impacts and prepared the materials to clarify the potential discussion points for each department in order to facilitate the meeting efficiently. Even with a complex situation, he identified properly the specialists and managers among the various departments such as design, engineering, procurement, sales and human resources by understanding the workflow not only in his department but also in other departments in our division. Then, he communicated proactively with them to deal with the challenging task. Owing to his careful preparation based on close communication with appropriate professionals for each part, his report and materials were always well designed and utilized for decision making for general manager. Therefore, I evaluated highly him as the professional strategy planner. Also, his coordinating skill developed by his professional experience working with various professionals will be a great asset for him as he tackles energy issues using multidisciplinary approaches.

Secondly, another remarkable strength is his professional quantitative power. I would like to mention a project improving the efficiency of cash flow management which is one of the most significant tasks for a specialist in financial strategy. The project was complex and unstructured and Mr. XXX effectively utilized his quantitative skills to improve the accuracy of the estimated payment amount. Specifically, he collected and analyzed over a million payment data points in the last eight years and succeeded in managing the payment content in accordance with a more detailed classification by utilizing complex Excel functions such as Visual Basic for Applications (VBA) and his statistics skills. Based on the result of his analysis, he eventually established a new method to estimate the new payment amount. The new method improved the accuracy by approximately 20% compared to the old method. He made this outstanding contribution by skillfully processing data without sticking to existing ways. I am certain that he will continue to develop his quantitative ability because of his strong intellectual curiosity and diligence. Throughout his time in the strategy planning group, he sharpened his quantitative ability through his working experiences and through self-study.

Finally, as mentioned above, Mr. XXX made a significant contribution to challenging financial planning tasks. These achievements are based not only on his abilities but also on his personality. He is a valuable professional who can be both considerate and forceful. He often went to managers and listened to the detailed issues that each department was confronting. His firm relationship with each department created by his close daily communication enabled him to conduct negotiations successfully. Even an extremely high pressure situation, he always facilitated negotiation with humor and discussed matters positively and cooperatively with them so that he could create persuasive reports and proposals without an easy compromise. In fact, most of the people who worked with him strongly hoped to work with him again. Therefore, I can state with confidence that his cooperative and enduring attitude will have a positive impact on other students in the program.

Building on the existing depth of his management skill, quantitative analytical skills and personality, Mr. XXX has the ability and drive to be an excellent student and a great policymaker specializing in energy policy in the field of international development. He is equipped with both the talent and passion to succeed. It is a great loss for us that he will no longer be with our company, but it will be my even greater pleasure to see his development in a different field about which he is incredibly passionate: energy issues in developing countries. I give him my strongest and most sincere recommendation.

If I can be of any further assistance or provide you with any further information, please do not hesitate to contact me directly.

Yours sincerely,

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