

April 9, 2020

Re: *letter of reference*

To whom It may concern,

Ms. Kozyrenko served as a project manager for the third annual “Ukraine House Davos,” held January 20-24, 2020, in the city of Davos, Switzerland.

Ms. Kozyrenko was an excellent, judicious, and diligent manager who we counted on to get the job done – and she did. The assignment required the ability to deal with multiple complex tasks and propose effective creative solutions, within tight deadlines.

Ms Kozyrenko was very attentive to details at the stage of both event planning and implementation. The arrangement of the location, design of conference banners, technical support of any level of complexity, recruitment and hiring, international logistics support, simultaneous translation equipment and service, catering for events attendees, for which there were 8,000+ during the week – all of the services were provided in a timely manner and in high quality.

Ms Kozyrenko is able to approach new cases capably and confidently, regardless of the scale or type of task – with her support our event was a big success, and we received much positive feedback from our project partners and guests.

Ms Kozyrenko is a reliable and responsible professional with a high standard and quality of work. She is a pleasure to work with. I relay my highest recommendation via this letter.

Kind regards,

Alexa Chopivsky



Executive Director, Ukraine House Davos  
[www.UkraineHouseDavos.com](http://www.UkraineHouseDavos.com)

Washington, District of Columbia