



Kingdom of the Netherlands

To Whom It May Concern

Drawn up by

Paul Luyten,

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Re : Letter of Recommendation for Ms. Tetiana Romanova

It is hereby confirmed that Ms. Tetiana Romanova, born 5 July 1986, successfully performed duties of a Consular Assistant at the Consular Service Organization, section Eastern Europe (Embassy of the Kingdom of the Netherlands to the Czech Republic) between 22 June 2018 and 30 November 2020, and is losing her position as a result of a transfer of the tasks to the Consular Service Organization (CSO) in The Hague, the Netherlands.

As a highly skilled Consular/Visa Assistant, Tetiana's daily work included multilingual examination and verification of immigrant and non-immigrant visa applications to the Netherlands, uncovering and documenting incidents of fraud, coordinating with local resources to track down supporting documentation, helping local citizens abroad meet their consular needs, answering enquiries on visa and consular issues by phone and e-mail and providing translation services for the Dutch colleagues.

During this almost 2,5 years of service at the RSO-OEU in Prague, she was very helpful in assisting the clients, and colleagues of the embassies in the region Eastern Europe and colleagues at the CSO.

It's not just her technical professional skills, Tetiana was a joy to work with because of her positive attitude and eagerness to stick tightly to deadlines. She willingly took on new tasks and actively looked for the best way to contribute, showing flexibility and team spirit. Besides this she has proven to come up with creative solutions if needed. This was supported by her very well developed IT skills, like drawing up visa handling manuals for Embassies.

As a recommendation letter likely only provides a snapshot of her talents and achievements, if you need more information or specific examples, please do not hesitate to contact me by e-mail paul.luyten@minbuza.nl.

Sincerely,

Paul Luyten,
Head of Consular Affairs
Consular Service Organization,
section Eastern Europe

