

Northwest Manufacturing & PACKAGING



Dear Service Technician,

Six months ago Northwest engaged a consulting firm to evaluate our cost-effectiveness. We now have their report. They have advised a major restructuring of our service department and your position will be terminated one month from today as more senior employees have precedence in taking the re-defined jobs.

This does not reflect your record here, which has been excellent. Your initiative in problem-solving was much appreciated, as was your talent for teamwork. I think that with the recommendation we can give you and your experience in the industry, you will continue to advance in this field.

Best of luck,

Sandra Kelly
Personnel