
From: Richard Kahn <richardkahn12@gmail.com>
Sent: Friday, November 6, 2015 7:49 PM
To: jeffrey E.
Subject: Fwd: Purchaser Position for Anna --> Lucas

Please advise if ok to begin using Lucas Thank =ou

Richard Kahn
HBRK Associates Inc.



Begin forwarded message:

From: =/b>Cecile de Jongh <[REDACTED]>

Subject: =/b>Purchaser =osition

Date: =/b>November 6, 2015 at 12:21:23 PM =ST

To: =/b>Richard Kahn <[REDACTED]>

Cc: Jeanne Brennan <[REDACTED]>

Reply-To: =/b>Cecile de Jongh <[REDACTED]>

Good afternoon =ich,

Thank you for taking the time to speak with me today on the =subject of creating a purchaser position. As discussed, Lucas =ascal is more than happy to fill this position and I think he will be a =ood fit; he is calm, pleasant, level headed and organized. I have also =poke with Anna and Daphne and they are on board with this plan. =oth of them offered to help Lucas get situated in the =osition.

Please =ote that Lucas currently works a maximum 32 hour work =eek and he is paid on an hourly basis (\$10/hour). He also =ttends UVI full-time as an Accounting major and is expected to graduate =n December, 2016. During his spring 2016 semester, he is required =o find an accounting internship for a total of 150 hours during an 8 =eek period (mid January to mid March) which is slightly less than 20 =ours per week. We planned on reducing his hours to 15-18 =ours per week during the internship period and he is willing to =ork on weekends. These hours can be devoted to purchasing and =e can work directly with Anna and Daphne.

Please let me know if you have any questions or concerns.

With warm regards,

Cecile

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