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**Andrew Rumbach**

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Denver, CO 80202

303.315.1007  
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**Education**

- 2011 Cornell University, Ph.D. in City and Regional Planning
- 2007 Cornell University, Master of Regional Planning
- 2002 Reed College, Bachelor of Arts in Political Science

**Academic Positions**

- University of Colorado Denver**  
Assistant Professor, Department of Urban & Regional Planning  
Denver, CO  
2013 – present
- University of Hawaii at Manoa**  
Assistant Professor, Department of Urban & Regional Planning  
Honolulu, HI  
2011 – 2013

**Peer-Reviewed Journal Articles**

- 2019 Weinstein, L., A. Rumbach and S. Sinha. Resilient Growth: Fantasy Plans and Unplanned Developments in India's Flood-Prone Coastal Cities. *International Journal of Urban and Regional Research* 43(2): 273-291.  
  
Rumbach, A. and G. Follingstad. Urban Disasters Beyond the City: Environmental Risk in India's Fast-Growing Towns and Villages. *International Journal of Disaster Risk Reduction* 34: 94-107.
- 2018 Rumbach, A. and J. Nemeth. Disaster Risk Creation in the Darjeeling-Sikkim Himalayas: Moving Towards Justice. *Environment and Planning E: Nature and Space* 1(3): 340-362.  
  
Shirgaokar, M. & A. Rumbach. Investigating Housing Tenures Beyond Homeownership: A Study of Informal Settlements in Kolkata, India. *Housing Studies* 33(1): 117-139.
- 2017 Rumbach, A. At the Roots of Urban Disasters: Planning and Uneven Geographies of Risk in Kolkata, India. *Journal of Urban Affairs* 39(6): 783-799.  
  
Rumbach, A. & M. Shirgaokar. Predictors of Household Exposure to Monsoon Rain Hazards in Informal Settlements. *Natural Hazards* 85(2): 709-728.  
  
Hoey, L., A. Rumbach & J. Shake. Bringing Practice to the Classroom: Using a Deliberative Learning and Case Study Approach to Teach International Planning. *Journal of Planning Education and Research* 37(2): 223-233.
- 2016 Rumbach, A., C. Makarewicz & J. Nemeth. The Importance of Place in Early Disaster Recovery: A Case Study of the 2013 Colorado Floods. *Journal of Environmental Planning and Management* 59(11): 2045-2063.

March 2019

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11 June 2015

To Whom It May Concern:

Letter of Recommendation

I am happy to have this opportunity to highly recommend **Khandker Mohammed Tarek** as a job candidate of your current position.

I have known Tarek since he took my course Celebrity, Fashion & Publicity in 2014 which is the most popular elective course in the communication and media studies MA program at Monash University. In particular, his extensive fashion advertising and branding industry experience was a big contribution to the tutorial discussion. His final essay on fashion promotion through the digital platform was engaging and as expected, he also completed the unit with a HD. Tarek will be graduating with HDs across all units in the MA program.

Tarek continued his passionate research interest in fashion promotion with a final thesis which is a huge challenge to conduct a study and write up in 10K word report in less than 8 months. It was a very tough beginning for Tarek because his father passed away and he had to take care of his mother in Bangladesh for over 3 months. As his thesis supervisor, Tarek showed enough to work on developing the research idea and communicated with me on a regular basis to ensure that he had made some good progress while being overseas. During the summer break, Tarek visited Bangladesh and the UK to attend major fashion shows and interviewed experts in fashion design, marketing and promotion. His infectious enthusiasm also demonstrated during his field studies—he made a lot of important connections with industry friends to understand their roles as cultural intermediaries in fashion promotion. Throughout the thesis journey, Tarek has garnered with myriad of research skills (i.e. in-depth interviews, participatory observation and textual analysis) and gained a deep knowledge of global fashion brand promotional effort to various types of consumers in both developed and developing countries.

Tarek proactively discussed and shared his passion in fashion promotion beyond writing the thesis. He was invited to share part of his key findings with my 190 major undergraduate students who were doing a group project on male body image awareness initiative among young Australian men. My students found his sharing very useful to understand the young male consumers and promotion. In addition, he made an extra visit to BFAC, the second largest international NGO established in Bangladesh, to learn about its social enterprise (i.e. Acting as a fashion brand to promote fashion and artistic products to benefit social welfare of the local workers. He also shared the case example with my class during the guest lecture. My students also found it very inspiring to see CSR work overseas.

I was impressed with Tarek's eagerness to learn, as well as his analytical and writing skill in this research project. Tarek's focused study in fashion advertising and social communication also demonstrates his remarkable capability in leadership, writing, and communication skills. He even took the time to prepare a case study about Aarong which is currently under review in *Media Asia*.

**Employment Reference Letter Sample - Explaining a Lay-Off**  
(Major Details Changed)

To Whom It May Concern:

Person M has been employed by Company, Inc. since June 1, 2009. During this period, she demonstrated all the qualities that employers seek in searching for promotable employees. She has an excellent capacity to quickly grasp new theories and applications, and has always sought to gain additional responsibilities.

Person M's zeal to improve herself has been displayed by her attendance at evening school to complete her Master's Degree. Her competence is such that, in the absence of our Branch Manager, she was very capable in directing the entire work force to get the job done.

Person M possesses solid writing skills that have enabled her to compose quality correspondence. She also has the analytical skills to diagnose problems and devise viable solutions in her Branch. Her ability to remain unflustered during frenzied periods such as year-end proves her ability to work well under pressure.

It is unfortunate for Company, Inc. that, due to economic constraints, we must reorganize our organization and lose valued employees such as Person M. I would highly recommend her for any position or career that she may now choose to pursue.

If you have any additional questions, please do not hesitate to call me.

Sincerely,

Reference for Person M

**SAMPLE NEMETH, J. NIKA, ANDREW RECOMMENDATION**

Order no. 204  
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To the Honorable Secretary of State  
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**Sample MBA Recommendation**

To Whom It May Concern:

I would like to recommend **Becky James** for your MBA program. Becky has worked as my assistant for the last three years. During that time, she has been building toward her goal of enrolling in an MBA program by building her interpersonal skills, honing her leadership ability, and gaining hands-on experience in operations management.

As Becky's direct supervisor, I have seen her demonstrate strong critical thinking skills and the leadership capabilities necessary for success in the management field. She has helped our company achieve many goals through her valuable input as well as a persistent dedication to our organizational strategy. For example, just this year Becky helped to analyze our production schedule and suggested an effective plan to manage bottlenecks in our production process. Her contributions helped us achieve our goal of minimizing scheduled and unscheduled downtime.

Becky may be my assistant, but she has risen to an unofficial leadership role. When team members in our department aren't sure what to do in a give situation, they often turn to Becky for her thoughtful advice and support on various projects. Becky never fails to assist them. She is kind, humble, and seems very comfortable in a leadership role.

For these reasons, and many others, I highly recommend **Becky James** as a candidate for your MBA program. If you have any questions regarding Becky or this recommendation, please contact me.

Sincerely,

Allen Barry  
Operations Manager, Tri-State Widget Productions  
555-555-5555

Use the following form phrases to help create a more professional recommendation letter. (Include your status, Title) What makes this student special? Many logs have difficulty writing these own recommendations (for language issues or simply because they are occupied) and some depend on the applicant to write the draft of the letter and receive confirmation before sending it For the Graduate School. What information does the recommendation need? For example ... discussing school / program The student is applying as {university} is renowned by his {program}. I believe this is an ideal place for the student) to solidify his skills and cement his knowledge of the study area). The learning environment that {University} is famous for creating excellent opportunities in which the student) to apply their skills. For more articles on writing and editing your rehearsals and academic work, visit Wordvice's wage resources page. Wordvice provides high-quality business review and edition. We help thousands of researchers, students, writers and companies to maximize the impact of their writing. She was very baseless from the expectations of the course ... Third paragraph: More traces; evidence of character and skills; Anedotes 5. Sevitable Model and Phrases for Recommendation Letter Admission Assays usually contain model phrases or "Fashion phrases" that allow the writer to connect your specific information while it does not spend much time Deciding how to compose every aspect of writing. . Third (until fifth) paragraph: other skills or trait; evidence of character and skills; Detailed anecdotes on a personal level, Jane is a very disciplined and diligent student with a pleasant personality. Opening paragraph: Position; Relationship with the applicant; General assessment of the applicant It is my absolute pleasure Recommend {Name} admissions for {program} in {university} à "i à" i {Study area} in the Department of {Department} on {University}. Healthy for the expensive recipient (name), or who may interest, for the college of UNIVERSITY / DEPARTMENT} 2. Include the following information for the recommndator Can use some details to reinforce your letter: classes took with the recommendations that you have sharedtranscription If the recommndator has the information you need to plan the writing at your high-time and target the letter as far as possible: Application of the Graduation Program due to Formulan Datacopy Rivers of recommendation (if applicable) Sending Instructions of Lora (Hard Copper, Soft or Direct Copy for School) Details about the program and school The student is applying for what kind of writing Is it expected in a letter recommend? If you can, find someone who knows him from various contexts, as a teacher who is also his counselor. You can talk to your strengths in relation to your Graduation Program. Introducing my name is {Author} and I was a math professor at the university {date}. I write for you today to proudly express my student support) in applying for its prestigious university. Line of closing: educated offer to be contacted if necessary, if I can be more assisting, or provide you with more information, please do not hesitate to contact me. Who was fortunate enough to see you succeed in an academic, extracurricular or professional environment? Select someone who is well and can respond positively. We edited thousands of admission documents each year for all kinds of authors of academic documents and admissions as you. Choose one with whom you spent time out of the classroom if you can. (Discuss your your Habits in class) What makes this student qualified for the Pós-Graduation School and for this program? Jane is unquestionably an exceptional candidate for postgraduate studies in {program requesting}. How to write a letter of recommendation from the School of Graduation: LOR Sketch a well-structured letter of recommendation (like any organized test) will guide the reader logically for a understanding of Because this student is worthless not only compliments, but admission at the Graduate School. Show respect and consideration by the time when your recommendation is leading to write a brilliant review that will take you to the school of Graduation and positively affect the rest of your life. With that in mind, it may seem obvious that the best way to ask for a letter of recommendation to the graduation is to do so personally. When you can not ask personally, send an e-mail is a second appropriate option. Demonstrating evidence of character and student skills that it has shown / He is a real leader who is able to develop plans and implement them successfully in his work. {Student} has demonstrated its independence daily, completing difficult laboratory exercises researching out of class.During your stage - {student} consistently managed your work responsibilities diligently and have learned quickly. The recommendation should have enough time to write (and / or confirm) the letter. Having someone writing your lor who has good stories to share you will certainly benefit you more than someone whose lesson you took with two hundred students. How to Ask a Charter of Recommendation for Graduation School Knowing how to request a letter of recommendation to the Graduate School can directly affect the quality of the letter That your log writes for you. Choosing which teachers, supervisors or advisers A chart of school recommendation to be able to be a bit overwhelming. But remember to always be cordial friendly Polite when making this request. What information should be included in a chart of grade recommends? (Discuss your features, qualities, traces) What specifically this student did to impress you? Although the letter of recommendation is more informal than academic writing, you should make sure that your language does not have grammatical or mechanical errors and that is an academic level that reflects the educational level and The author's qualifications. A chart of recommendation to the Graduate School carries more influence if the person knows you for months or years instead of months. Additional tips for writing admission tests highlight your self-motivation, competence and potential in this essayophasis, from a positive perspective and write in the active voice.Demonstrate through examples; Do not just write that you are a "personal" person - show! Approach from all topic with continuity and focus. Your written work is clear and concise, as well as interesting of Lerra à € € | Second paragraph: Include specific characteristics; evidence of character and skills; Anecdotes 4. The Graduate School requires some high-level scholastic attributes that not all students have and therefore is important to focus on both candidate achievements and their personal and potential character to thrive in a difficult academic environment. If you have been a while since you've been to last in touch by sending a basic information file to facilitate things. Once you have written your letter of recommendation, there is still a lot of space for review. Recommendation letters of the School of Pós-Graduation are an essential part of each package of school application of graduation - even in this (almost) was pose -Covid remote work and zoom classes. Discussing your relationship with the candidate I arrived for the first time while I taught him / her in my name (COURSE NAME) "I (Student) The thesis thesis During your senior year: I knew a student) for several years and can attest your strengths and quality of character. One way to ensure that grammatical errors and style errors do not enter the path of a strong letter is to give the professional admission editors in the Wordvice Editing & Reviewer service to edit and review their essay, helping to increase the Chances that your candidate is admitted to the Graduation Program or Doctorate of his choice. This can be especially useful for ESL authors, because conventional expressions used in academic and test writing can be difficult to learn and memorize. As the recommndator, your letter must clearly respond to some specific questions: What is your relationship with the student? Why should the Faculty of Pós-Graduation hear your opinion? Here are some guidelines to follow when choosing you asks for letters of recommendation to the graduation. Almost all applications for the undergraduate in the pose-graduation. Letter fulfillment; Opening paragraph: Position; Relationship; General assessment of the applicant 3. At least one letter of recommendation must be submitted from a past or current teacher or academic adviser. Another could be from someone from a slightly different role, including an employer, a research consultant, a research colleague, or a teacher of a different department or kind of class (for example, a teacher of discussion class instead of a speaker). Final paragraph: Clear candidate's recommendation for the school or specific program. Jane's work in à € ™ À Á ° of postgraduate studies ... Fifth paragraph: à € ¢ - † This student will engage with this program 6. In addition, our application performance edition services, business letter edition services , Personal Services of Instructions, CV Edition Services and SOP Edition Services are adapted to the needs of your specific admissions. As the recommndator, your letter should clearly respond to some specific questions: Your letter of recommendation should cover a system of skills, academic skills for research experiences, to apply experiences in and out of class. Also help if the comment understands some details about the program to which your candidate is applying. But regardless of who is writing the letter, there are a few key elements that the recommendation needs to include to create a stellar recommend for your graduate candidate. They should also be familiar with their career goals and keep a favorable vision of you. You knew you for a while. If a famous teacher writes a letter of recommendation from the graduation school, will this give you an advantage automatically with the admissions committee? In general, the reports of grade recommends must come from people who know you well, who respect you enough to say bright things about you as a student and researcher, and who have positions at school or at work that are above yours. It does not matter who it is, the recommendation must know the applicant and recognize his fulfillment. Who would write the best letter of recommendation to the graduation? (Include student-specific courses or interests alemon of skills and traces) What do you know about the program that the student is applying for? Its reference letter should cover a range of skills, from the academic skills to research experiences, to apply experiences in and out of class. 1. endorsement end and To be contacted for reasons above, I am confident that the student) will make an excellent addition to its Graduate Program, and I Support you for admissions to your program. Thank you for your time and attention on reading my endorsement. You must choose somebody who does not know him in person, but who has connections with his target-graduate school school? Apply the following patterns to the writing and the essay's essay process: make your language more personal in tone than searching back. Use the active point of view and the first person of view more frequently. Write chronologically, from important traces and then actions and achievements.Use many details - listing names, scores and spectrate achievements of the student.Edit your letter before sending it to The Faculty of Pós-Graduation Admissions. Choosing a Financing Teacher to write your letter of recommendation for an MBA program would be a good idea because they can write about the qualities that you seek an MBA (qualities that you can also include in your MBA test) and a broader career in business. There are substantial histories to share you. Note that the flow of information moves the reader in more detail, using forms of form and transitions that increase letter readability. Second paragraph: Positive skill or trait; evidence of trait or ability; Anecdotes demonstrating this ability Jane has excellent communication skills. While this is not possible for all students (due to availability or scheduling), it is the best route if you want to ensure that your LOR is not only written in time, but includes all the positive information on You are the admission committee you want to see in a pose-graduation candidate. The final step: Editing your letter of recommendation as any good writer knows, takes more than one draft to create a strong and convincing work of writing. Discuss the positive positive students' positive traces {Student} has excellent communication skills and the regularly in class discussions. He / she is a highly intelligent and competent student who In many areas. It is not only a student, working hard and thoughtful, but also demonstrates kindness and generosity in relation to your peers. Use this outline as a template to insert the achievements, skills and features of your candidate. Features.

1. Introduction: Introduce the student and the purpose of the letter. 2. Academic achievements: Discuss the student's academic performance, including grades, awards, and projects. 3. Extracurricular activities: Highlight the student's involvement in clubs, sports, or community service. 4. Character traits: Describe the student's personality, work ethic, and interpersonal skills. 5. Conclusion: Summarize your positive assessment and offer to provide further information if needed.

6. Sign-off: End the letter with a professional closing and your contact information. 7. Review and Edit: Carefully proofread the letter for errors and ensure it accurately reflects the student's achievements and your assessment. 8. Delivery: Send the letter to the appropriate recipient, either by email or hard copy.

9. Follow-up: Consider reaching out to the student or the recipient to discuss the letter or any questions. 10. Record Keeping: Keep a copy of the letter for your records and future reference.

11. Feedback: If possible, seek feedback from colleagues or mentors on the letter's content and structure. 12. Final Thoughts: Remember that a well-written recommendation letter can significantly impact a student's future opportunities and success.

13. Additional Tips: Tailor the letter to the specific program or position the student is applying for. Use specific examples to support your claims and avoid generic statements. Keep the letter concise and focused on the most relevant information.

14. Professionalism: Maintain a professional tone throughout the letter and avoid using informal language or slang. 15. Confidentiality: Ensure that the letter contains only accurate and truthful information and is kept confidential.

16. Final Review: Double-check the letter for any errors or omissions before sending it. 17. Enclosure: If you are sending a hard copy, include a copy of the student's resume or portfolio if applicable.

18. Contact Information: Provide your contact information in the letter to facilitate any follow-up communication. 19. Thank You: Express your appreciation to the student for allowing you to write the letter.

20. Final Note: Remember that your recommendation letter is a valuable tool that can help a student achieve their goals and succeed in their chosen field of study or career.

21. Additional Resources: Consider using online resources or templates for additional guidance on writing recommendation letters. 22. Conclusion: A well-written recommendation letter can be a powerful asset for both the student and the recommender.

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