

**Superior Court of the State of California  
County of Orange  
Santa Ana, California**

**Chambers of  
WILLIAM L. MURRAY  
Judge of Superior Court**

**January 23, 1976**

**TO WHOM IT MAY CONCERN:**

This a letter of recommendation to any and all persons who may consider MIRIAM WEINER for employment

Miss Weiner was employed as a secretary by the Orange County Superior Court, commencing January 1, 1964, for a period in excess of two years. For part of that time she did work on an "as needed" basis for all of the judges of the court. It should be noted that she pleased each and all of the 16 individuals whom she served as secretary.

This writer has observed that it requires a rare combination of perceptiveness, intelligence and pride of workmanship to prepare correspondence, opinions and other writings for a judge who has standards that approach the idiosyncratic, and then shift to another who demands an altogether different type of style, form or work product, and please both. Miss Weiner demonstrated her ability to do that.

Her skills at taking dictation and typing exceeded, by far, average performance. I am unable to state a standard of performance more specific than that she typed very fast, and, if she made mistakes, corrected them neatly before presenting the finished product to the author.

One of her duties was to answer the telephone, to properly direct calls, and to furnish information to attorneys and members of the public. She was always courteous, tactful and helpful. As a voice over the telephone, or as a person meeting the public, she always conveyed a good image of the court.

During the calendar year 1965, Miss Weiner worked directly under the supervision of this writer. Though neither her job classification nor her salary reflected it, her role during that time was that of an executive secretary or administrative assistant. She was relied upon to consider incoming

Superior Court of the State of California

County of Orange

Re: MIRIAM WEINER

-2-

January 23, 1976

correspondence and to draft replies thereto, subject to approval of the judge. Her performance was superb. She learned enough about the judge's job and his attitudes, that she could speak for him. It was seldom that changes were made in her choice of words or development of ideas. Needless, to say, this performance was of great assistance to her employer.

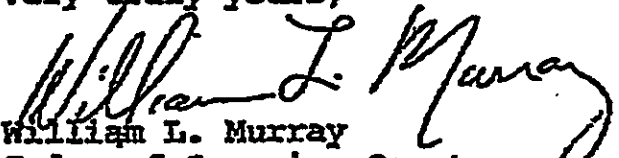
Miss Weiner left her employment with the court to return to college as a full time student. Her leaving was a loss to her employers.

The writer has, from time to time, heard reports concerning her work for attorneys and for executives and performances in the field of entertainment. All have been favorable.

Probably the ultimate test of a recommendation such as this is, "Would you hire her again." The answer is "Yes."

Replies will be made to inquiries.

Very truly yours,

  
William L. Murray  
Judge of Superior Court

SLM:hw