

To whom it may concern,

RE: JOANA BASTOS

Inauguração | 10 Set 2010 | 6ªf | 22h

11.09.2010 - 09.10.2010 | Terça a Sábado | 14h - 19h

Opening | 10 Sep 2010 | Fri | 10pm

11.09.2010 - 09.10.2010 | Tuesday - Saturday | 2pm - 7pm

Press Release, Setembro 2010

To whom it may concern

por Vera Cortês Agência de Arte

Joana Bastos apresenta *To whom it may concern*, a sua primeira exposição individual na Agência de Arte Vera Cortês.

Seis cartas de recomendação, individual e aleatoriamente endereçadas aos visitantes, iniciam o convite à exposição. Emitidas por diferentes entidades, as cartas de recomendação reportam a trabalhos que Joana Bastos teve como secretária, empregada de mesa, assistente pessoal, recepcionista, ama, administrativa. O título da exposição é o cabeçalho comum da peça/convite Reference letters. Conteúdo e forma da exposição remetem para o trabalho laboral como conceito e prática performativa.

Joana Bastos (1979, Lisboa) é mestre em Artes Plásticas pelo Chelsea College of Art and Design, Londres (2008); pós-graduada em Artes Plásticas pela mesma universidade (2008); licenciada em Artes Plásticas- Pintura, Faculdade de Belas Artes de Lisboa (2004). Das exposições individuais destacam-se A\$T, no CAV, Coimbra PT (2010); Ask me, na Kunsthalle Lissabon, Lisboa PT (2009). Das exposições colectivas salientam-se Impossible Exchange, Frieze Projects, Frieze Art Fair, Londres UK (2009); 7/10, Fundação Calouste Gulbenkian, Lisboa PT (2008). A sua participação mais recente teve lugar na Verbo, Galeria Vermelho, São Paulo BR (2010). É representada pela Vera Cortês Agência de Arte.

Press Release, September 2010

To whom it may concern

by Vera Cortês Agência de Arte

Joana Bastos presents *To whom it may concern*, her first solo show at Vera Cortês Art Agency.

The exhibition begins with six reference letters individually and randomly addressed to the visitors. Issued by different parties the reference letters report to jobs Bastos had as a secretary, waitress, personal assistant, front of house, nanny, administrative. The title of the exhibition is the common header of the piece/invitation Reference letters. The exhibition's content and form refer to jobs as a concept and performative practice.

Joana Bastos (1979, Lisbon) is graduated with a MFA from Chelsea College of Art and Design, London (2008); graduated with a Postgraduate from the same college (2007); graduated with a BA Hons in painting, from University of Fine Arts, Lisbon (2004). Recent solo shows: A\$T, CAV Centro de Artes Visuais, Coimbra PT (2010); Ask me, Kunsthalle Lissabon, Lisbon PT (2009). Among other participations she was also part of the following group shows Impossible Exchange, Frieze Projects, Frieze Art Fair, London UK (2009); 7/10, Calouste Gulbenkian Foundation, Lisbon PT, 2008. Her most recent participation took place in Verbo, Galeria Vermelho, São Paulo BR (2010). She is represented by Vera Cortês Art Agency.



1 Bickels Yard
151-153 Bermondsey Street
London SE1 3HA

Tel: 020 7940 7980
Fax: 020 7407 9770
Email: residential@kalmars.com
www.kalmars.com

RE: Joana Bastos
66 Crosby Row
London
SE1 3PT

21st February 2008

To whom it may concern

Joana worked at KALMAR residential for a period of 2.5 years as a weekend assistant.

During this time, she was found to be punctual, trustworthy (an office key holder) and polite.

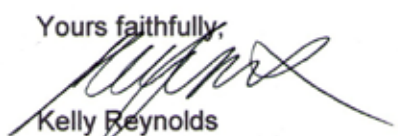
Her sickness record and timekeeping were excellent.

Her responsibilities included: opening and closing the office, welcoming clients and handling their enquiries, registering applicants on to the database, distributing keys to purchasers, advising clients on property information and general office duties.

We had to let Joana go due to a company restructure.

I have no hesitation in providing a good reference for Joana and can be contacted for further details.

Yours faithfully,



Kelly Reynolds
Operations Manager
KALMARs Group

Directors: Richard V Kalmar • Roger J Smith
Also at KALMARs Commercial 020 7403 0600

KALMARs Residential Ltd trading as KALMARs Residential • Registered No. 3771303

To whom it may concern, 2010

Peça/convite à exposição *To whom it may concern* na Vera Cortês Agência de Arte, carta de recomendação I, jacto de tinta sobre papel
Piece/invitation of *To whom it may concern*'s exhibiton at Vera Cortês Art Agency, reference letter I, inkjet print on paper
29.7x21cm

zakudia

Bar & Food

28th June 2006

RE: Joanna Bastos

Dear Sir/Madam,

I am writing this letter as a reference for Miss Joanna Bastos. Joanna has worked for me for a considerable period of time as a waitress at Zakudia. We are a busy riverside bar located on the South bank.

During her time here Joanna has proved to be a worthy employee, working wonderfully with both her fellow staff and with all of our customers. Always on time and well presented she was a great example of professionalism.


Joanna's day to day duties included both setting up and breaking down the restaurant areas and maintaining a high standard of table service both throughout the daytime and during the busy evening periods of trade.

Joanna helped to show new members of staff 'the ropes'. She was also a competent individual dealing with cash handling and customer complaints, when they arose from time to time.

I wish Joanna well in the future and am sure she will become a valuable member of a team again very soon.

Should you wish to talk to me further about Joanna please contact me on the details below.

Yours Sincerely,


Colm Doherty
General Manager

Zakudia Bar & Food - River Level, 2a Southwark Bridge Rd, London SE1 9HA
tel: 020 7021 0085 fax: 020 7928 2025 email: info@zakudia.com website: www.zakudia.com

July 2007

TO WHOM IT MAY CONCERN

Regarding : Joana Bastos

Employment : August 2006 - July 2007

Role : PA to busy media family (household organisation, diary management, project manager, occasional nanny)

Joana joined our family in 2007 after winning the position over at least 10 candidates. We are a fast moving family, both parents working in TV as freelancers with many projects on the go, we needed an extra professional in the family to keep on top of things. Joana stood out immediately from the other candidates as a person who is highly professional and yet retains a sense of humour, perfectionist and organised yet relaxed, flexible and adaptable and willing. She managed tasks from overseeing individual work projects (arranging for 'talent' interviews I am a head-hunter, helping out on shoots David my husband is a director) to household projects (organising house maintenance, redecoration and interior design, dinner parties and holidays, Christmas presents and cards, school homework and costumes for the children for parties and shows at school) and so on. There is nothing - however big or small - I could not ask Joana to complete which she wouldn't do perfectly; I could trust her completely and she never let me down.

Joana is incredibly creative, she would take photos of the house and our family on holiday. She would play wonderful games with my children and their friends, take them on culture trips, expand their horizons. She is a brilliant organiser and a total perfectionist. But she has her own life and gradually she moved onto doing her Art studies (MA etc) and exhibitions. She was a huge loss our family and I have never found anyone else as good and as much loved by every member of our family.

I cannot recommend her highly enough for almost any job anywhere she applies for. If you are in any doubt yourself, please instantly call me on my mobile 07733 124364 so I can expand on this reference or answer your specific needs.

FROM : Charlotte Black

(Head of Talent, channel 4, 124 Horseferry Rd, LONDON SW1P 2TX)



THE NATIONAL GALLERY

To whom it may concern!

1 November 2007

Reference for Joana Bastos

Joana was employed at the National Gallery from September 2006 until May 2007 on a fixed-term contract as a Front of House Assistant, working on our exhibitions *Velázquez* and *Renoir Landscapes*. Her duties in this role included selling tickets on a very busy exhibition Ticket Desk; cashing up and accounting the exhibition takings; giving out information and dealing with questions and complaints at the Information Desk.

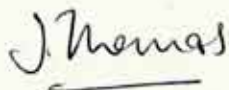
Joana was responsible, reliable and well-presented. She was always punctual for her shifts. She worked well with her colleagues and was helpful and co-operative with her managers, making her a real asset to the team. Her visitor service skills are exemplary; she was friendly and welcoming to all, and dealt patiently and calmly with any complaints or problems. Her language skills were also very helpful in assisting our foreign visitors. Joana is trained in the use of the ProVenueMax ticketing system and absorbed her other training about the Gallery very quickly.

I was very sorry to see her leave at the end of her temporary contract and would be happy to re-employ if any other opportunity become available.

I'm pleased to recommend her for any similar work at other museums or galleries.

If you have any further queries, please do not hesitate to contact me at any time.

Yours sincerely,



Jane Thomas
Deputy Head of Visitor Services & Security

The National Gallery Trafalgar Square London WC2N 5DN
Telephone 020 7747 2871 Fax 020 7747 2423 jane.thomas@ng-london.org.uk

To whom it may concern,

RE: JOANA BASTOS

Joana Bastos worked for me from September 2007 until April 2009 when she left to move back to Portugal. Joana is brilliant nanny and became invaluable for me and my family while we dealt with the demands of having a new baby and 2 older children. Joana was responsible for caring for my new baby (who was only one day old when Joana started) and she was responsible for my two older children who were 9 years old and 7 years old. As well as looking after the baby she was in charge of running the household including the day to day organisation of the children's lives, school day, homework, cooking food, events and weekend activities. She embraced our family life and is very well organised which meant things always ran smoothly and she was flexible, available and happy to stay later if needed.

My three children adored Joana and we all really miss her. Joana organised everything involved in the day to day running of a busy house, she was fantastic with my little baby from the very beginning, she was confident and caring and this helped me so much as I adjusted to a busy life with three children. My two older children absolutely adored Joana, she is really fun with lots of energy, she often took them out and made the day really enjoyable for them. As Joana is very creative even things my children found 'boring', like homework, she made it enjoyable for them to do. With Joana's enthusiasm she makes everything exciting but she is also very mature which meant she took full responsibility for the children and always kept them very safe.

What I found exceptional about Joana is the fact that she is so skilled in so many things, she is a very accomplished young woman, she will try new things and throws herself wholeheartedly into anything she sets her mind to do. She is very creative which my older girl loved as they made things and thought up ideas together and she was also very energetic and physical which my 7 year old boy loved as he could play football, run around and play games with her.

Joana was always respectful and professional and she became very close to me and my children. We got on so well that she came on holiday with us and I always tell my husband it was the best holiday I have ever had as Joana helped us so much and fits so well into our family!

Joana is much more than a brilliant nanny, from getting to know her I can see that she is a very bright, intelligent woman with a variety of skills and the drive and determination to succeed in anything she puts her mind to. She is also a beautiful and friendly person who will always get on well with other people. I would highly recommend her for any job and I am confident that she would fit well into anything she does. I am happy for you to contact me to discuss anything and I truly recommend Joana for employment, she is amazing!

Yours,



Becky Flint

Add: 37A, Hartington Road, London, W4 3TL (UK)

OFFICE
Westminster Business Square
Room N201
1-45 Durham Street
London SE11 5JH

Tel: 020 7820 6661
Fax: 020 7820 6652
Email: office@birthcentre.com
Web: www.birthcentre.com

To whom it may concern,

RE: JOANA BASTOS

Joana Bastos was employed by The Birth Centre from August 2008 until April 2009, she left when she left the UK to return to Portugal. Joana was responsible for the organisation of a small, busy Office based in London. Her role included; administration, processing, organisation, filing, forecasting the needs of the business, working closely with a small team and various other activities involved in the smooth running of a busy Office.

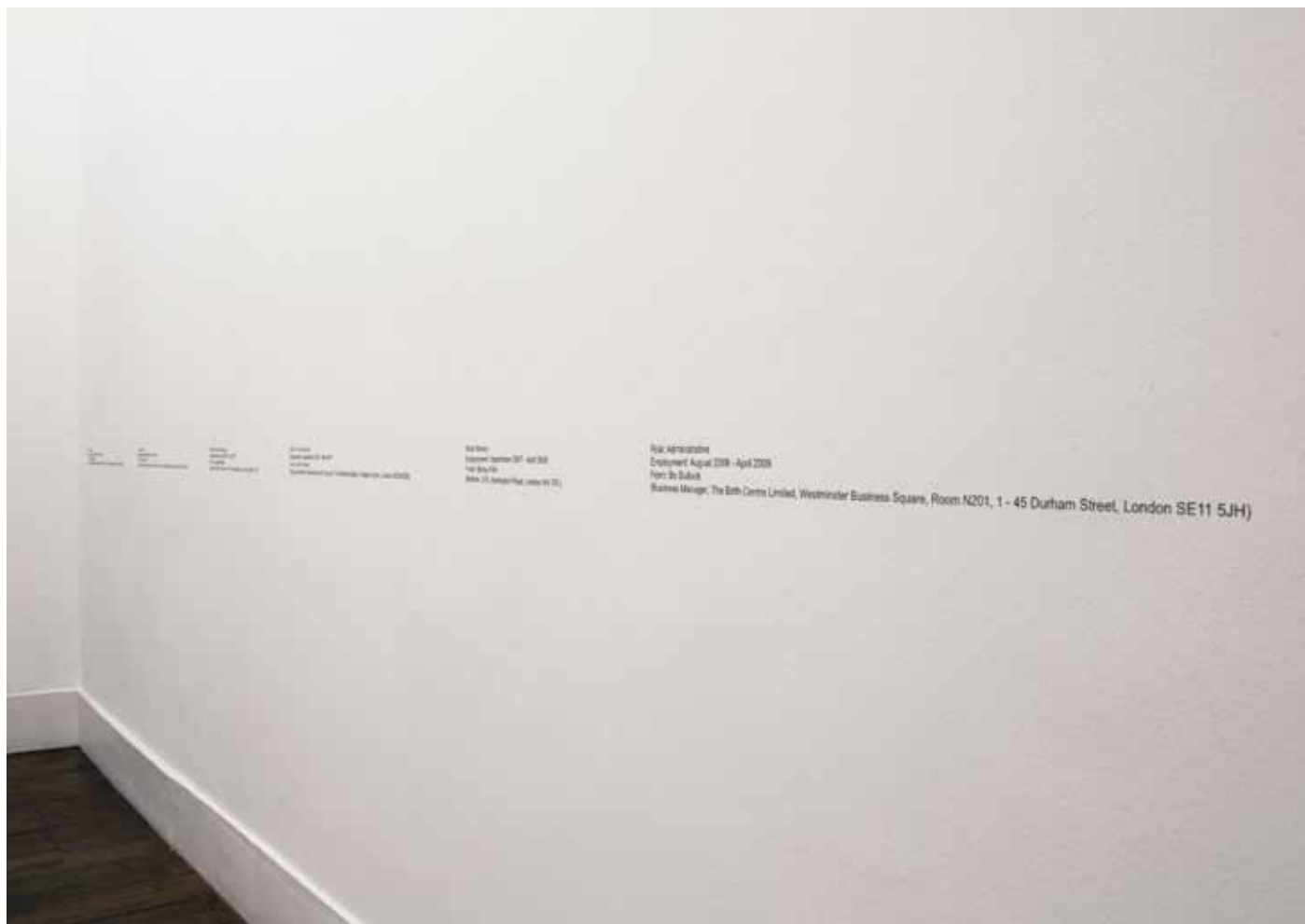
Joana was a highly respected, reliable and trustworthy member of our Team, she is highly professional and uses her own initiative to ensure her department is well organised. She worked closely with everyone in the Office including the Business Manager and she was highly confident in dealing with every member of the Team. She set a high standard and continually met this and we are still working with systems that Joana set up when she was with us as they were so successful.

Joana worked well both in a Team and individually, she was a popular member of staff and always offered to support anyone needing extra help and I know that we all miss her sunny personality and enthusiasm.

We wish her every success for her future life in Portugal,

Yours Sincerely,

BO BULLOCK
Business Manager
The Birth Centre Limited
Westminster Business Square
Room N201
1-45 Durham Street
London SE11 5JH



To whom it may concern, 2010
 Vista parcial Parcial view
To whom it may concern, 2010
 Pormenor Detail



***To whom it may concern*, 2010**

Consultora comercial / Babysitting, jacto de tinta sobre papel Comercial consultant / Babysitting, inkjet print on paper 29.7x21cm

***To whom it may concern*, 2010**

Vista geral Overview