

# Ivey Ranch Park Association, Inc.

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## Summer 2018 Internship Recommendation Form

**Applicant:** \_\_\_\_\_

The above-named student has applied for Summer Internship at Ivey Ranch Park Association. To help us make a successful match between person and job, please answer the following questions to the best of your ability: **Please return this letter via fax, e-mail, or mail, Attention: Tonya Danielly, by June 1, 2018.**

1). What do you consider his/her strongest skills/aptitudes?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2). How does he/she relate to others? To peers? To authority? Would you characterize the applicant as outgoing or introverted?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3). Does he/she turn in assignments on time?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4). For Club Leaders or Team Advisors: Please tell us about applicant's participation in activities and attendance at meetings.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5). Please evaluate the applicant's commitment to volunteering.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Recommendation forms must be faxed, e-mailed, or mailed from the reference themselves. Internship Applicants are not to send references as part of their application. Recommendation forms must be returned by the due date of June 1, 2018 to be considered. Late forms will not be considered.

Recommendation Completed by \_\_\_\_\_ Relationship \_\_\_\_\_

(Please Print Name)

Phone \_\_\_\_\_ Mailing Address \_\_\_\_\_

E-mail Address \_\_\_\_\_ Date \_\_\_\_\_