

# Ivey Ranch Park Association, Inc.

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(760) 722-6598 Fax – [www.iveyranch.com](http://www.iveyranch.com) - [iveyranch@yahoo.com](mailto:iveyranch@yahoo.com)

## Summer 2019 Internship Recommendation Form

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

The above-named person 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, 2019. Please DO NOT return to the applicant.**

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? Does he/she show up 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 have recommendation forms returned to them. Please return this form by June 1, 2019 for the applicant to be considered. Late forms will not be considered.

Recommendation Completed by \_\_\_\_\_ Relationship \_\_\_\_\_  
(Please Print Name)

Phone \_\_\_\_\_ E-mail Address \_\_\_\_\_

Date \_\_\_\_\_