



PERSONAL RECOMMENDATION FORM

Note to the Applicant: This recommendation form is not to be completed by a relative of the applicant. Where possible we request that a teacher or former employer, familiar with your character and values, complete this form. Please return 3 completed references along with your application to the Camp Office.

Name: _____

Number, Street

City, State/Province

Zip/Postal Code

Employee Signature: _____ Date: _____

TO BE COMPLETED BY RESPONDENT:

To whom it may concern: The employee whose name appears above has applied for employment with the Jewish Community Center in West Palm Beach, Florida. Your appraisal of this applicant will assist us in completing our hiring requirements. Please respond concisely to the following

How long have you known the applicant?

How well do you know the applicant (*check one of the following*)?

- Know well through personal contact.
- Know fairly well through office/classroom/work.
- Have general acquaintance; do not know personally.

What are the applicant's talents and strengths and how has he/she applied these talents to employment, the community and/or school activities?

Personal Characteristics: Please check the appropriate boxes that apply to this applicant.

	Excellent	Good	Average	Poor
Motivation				
Leadership				
Concern for others				
Integrity				

4. Are there any factors, either positive or negative, that may affect his/her employment with the JCC?

5. Additional comments:

Name: _____ Telephone () _____

Street: _____

City: _____ State: _____ Zip: _____