



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
U.S. ARMY GARRISON FORT RITCHIE
DIRECTORATE OF COMMUNITY ACTIVITIES
346 SIGNAL HILL STREET
FORT RITCHIE, MARYLAND 21719-3208



ANRT-CAF-Y

25 Mar 96

MEMORANDUM FOR Joe Taylor

FROM Fort Ritchie Youth Services, Bld. #521, Fort Ritchie, Md
21719-5010

SUBJECT: Letter of Recommendation

Dear Sir or Madam:

I have been associated with Mr. Joe Taylor in the capacity of a computer instructional lab volunteer since January 29, 1996. Joe has acted in the capacity of a volunteer employee at Fort Ritchie Youth Services. He possesses a high degree of efficiency, self-motivation and has demonstrated great rapport with the youth here on Fort Ritchie.

Joe has carried out tasks conscientiously. He is a positive role model who promotes positive communication skills and is genuinely interested in the growth and development of youth he is assisting. Joe is organized and has reinforced positive attitudes that are necessary for youth to learn computer skills and develop self-esteem. He is very knowledgeable and has been beneficial in software installation, maintenance, trouble shooting, and in instructing youth.

It is my pleasure to recommend Joe Taylor with great confidence to any future employer who finds these traits admirable.

RHODA KOHLER
Youth Development Specialist