

Rockywold-Deephaven Camps  
**Recommendation Form**

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Applicant's Name: \_\_\_\_\_

*Dear Applicant,*

*As part of the application process, you are required to submit a minimum of three recommendations. They should be given to your past and present employers, teachers, or coaches, etc., but not to family or friends. Make sure the individual writing the recommendation is familiar with the position you are applying for and have this person mail or fax the completed form to the address or fax number below:*

*Rockywold-Deephaven Camps, Inc.  
18 Bacon Road - Holderness, NH 03245  
Tel.(603)968-3313; Fax (603)968-3438*

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The above named applicant has applied for employment with Rockywold-Deephaven Camps, Inc., and has asked you to submit a recommendation on his or her behalf. RDC, a family vacation camp since 1897, serves up to 400 guests weekly. The facilities consist of 60 rustic cottages and many support and recreational facilities all set in a natural, wooded environment. Positions within the camp require individuals with a strong outdoor orientation. To meet RDC's high standards and high guest expectations, we need exceptionally motivated, out-going individuals with above average patience and public service skills.

Your honest appraisal of the applicant would be greatly appreciated. No applicant is accepted or rejected on the basis of a single recommendation. They also complete a detailed application and, if qualified, are interviewed.

For individuals applying for summer jobs, please return this recommendation no later than January 15th. RDC's success depends on hiring the best employees available. We thank you for your help.

1) **How long, and in what capacity have you known the applicant?**

2) **Ability to work with other people:** RDC employees often have to work cooperatively with other people under challenging circumstances. Please rank the applicant.

- 1) \_\_\_\_\_ Exceptional...Gets along with everyone, can work well alone.
- 2) \_\_\_\_\_ Very Good ...Works very well with others, rarely has conflicts.
- 3) \_\_\_\_\_ Average..... Applicant is likely to have a few conflicts.
- 4) \_\_\_\_\_ Poor .....Can't work well with others.

Please comment, especially on the applicant's ability to lead and follow as the occasion demands.

3) **Emotional Maturity:** Most RDC employees live in dormitories with their co-workers. To maintain a positive attitude while living and working in close quarters with the same people requires a degree of emotional maturity. Please rank the applicant.

- 1) \_\_\_\_\_ Exceptional...Exceptionally mature and emotionally stable. Highly effective.
- 2) \_\_\_\_\_ Very Good....Mature and emotionally stable.
- 3) \_\_\_\_\_ Average.....About average, may have trouble in emergency conditions.
- 4) \_\_\_\_\_ Poor.....Unstable emotionally and unable to handle even moderate stress.

Please Comment:

4) **Motivation, Performance Level:** RDC employees often work with minimal supervision. They must be able to get a job done on their own, and they should be able to do it well. In your opinion, how competent is this applicant in a position of responsibility?

- 1) \_\_\_\_\_ Exceptional...Extremely competent.
- 2) \_\_\_\_\_ Very Good....Quite competent
- 3) \_\_\_\_\_ Average.....Satisfactory, adequate performance.
- 4) \_\_\_\_\_ Poor.....Doubtful, questionable competency

Please Comment:

5) **Willingness to Work Hard:** RDC is a family vacation camp set in a rugged 100 acre wooded environment. Given the natural setting, the rustic nature of the accommodations and the high volume of guests, all jobs at RDC can be physically demanding and employees are expected to work hard. Please comment on this applicant's ability to work hard.

6) **Overall recommendation and additional comments:** What do you consider as this applicant's primary strengths and weaknesses? What is your overall recommendation?

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
e-mail

\_\_\_\_\_  
Phone