



December 5, 2014.

To Whom it May Concern:

It is with pleasure that I write this letter of reference on behalf of Alyssa Belch. Please consider the following non-confidential information when considering Alyssa for a position.

I have only known Alyssa for approximately 4 weeks, as she came to the Town of Huntsville as a Recreation Co-Operative placement student for her Secondary Education course requirements. In this short amount of time, Alyssa worked very closely with me in my day to day operations and management of the Town of Huntsville's Canada Summit Centre and Active Living Centre (Recreation and Leisure Division). Alyssa was involved in recreation planning, administration, implementation and reporting of Recreation for all, in the community of Huntsville.

Based on Alyssa's work performance, agility and quick learning, I would not hesitate to recommend Alyssa to a position of employment. Alyssa has many outstanding qualities to offer an organization. She communicates well both with individuals and groups and is skilled in all forms of communication. She exhibits great program planning and logistics abilities. She is friendly, creative and can multi-task easily.

It is for these and other reasons why I would wholeheartedly recommend Alyssa for employment with your organization. If you have any additional questions concerning Alyssa, please contact me.

Sincerely,

Simone Babineau

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