

Job recommendation letter sample

Recommendation for a special position

HARCOURT MANUFACTURING CO.
29 BOYLSTON STREET
BOSTON, MASS.
October 10, 1921.

Mr. Gordon Edwards,
48 Tremont Street,
Boston, Mass.

Dear Mr. Edwards:

At luncheon last Wednesday you mentioned that you were in need of another advertising writer. If the position is still open, I should like to recommend Mr. Bruce Walker.

When I first met Mr. Walker he was with Bellamy, Sears & Co., Boston, and was doing most of their newspaper advertising. His work was so good that I offered him a position as advertising writer with us. He accepted, with the approval of Bellamy Sears & Co., and has been with me for the last three years. He has written for us some of the best drawing copy that we ever used, and his work has been satisfactory in every way. He is original and modern in his advertising ideas, and knows how to express them forcefully but without exaggeration. His English is perfect.

I shall greatly regret losing Mr. Walker, but I cannot advance him above his present position, and I agree with him that he is equal to a bigger position than he has here. I hope you can give him the opportunity that he seeks. If you will see him personally, you will oblige both him and me.

Very sincerely yours,

B. A. Yeomans.

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Marco Cascella



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Field Sampling and Analysis Technologies Matrix and Reference Guide, 1998 *NIOSH Manual of Analytical Methods: Method finder, user's guide, methods A-D*, 1994 User's Guide to the Contract Laboratory Program United States. Environmental Protection Agency. Office of Emergency and Remedial Response, 1991 **Designing Data Reports that Work** Jenny Grant Rankin, 2016-03-02 Designing Data Reports that Work provides research based best practices for constructing effective data systems in schools and for designing reports that are relevant necessary and easily understood Clear and coherent data systems and data reports significantly improve educators data use and save educators time and frustration The strategies in this book will help those responsible for designing education data reports including school leaders administrators and educational technology vendors to create productive data reports individualized for each school or district This book breaks down the key concepts in creating and implementing data systems ensuring that you are a better partner with teachers and staff so they can work with and use data correctly and improve teaching and learning PC Mag, 1989-01-31 PCMag com is a leading authority on technology delivering Labs based independent reviews of the latest products and services Our expert industry analysis and practical solutions help you make better buying decisions and get more from technology *DOE-2 Reference Manual* Henry L. Horak, Don A. York, Bruce D. Hunn, John L. Peterson, Mark A. Roschke, Eva F. Tucker, 1979 A Reference Guide for English Studies Michael J. Marcuse, 2023-11-15 Longterm pavement performance information management system pavement performance database user reference guide, Coastal Fish User's Guide Brenda Jones, 1982 *LIMDEP User's Manual and Reference Guide* William H. Greene, 1991 User's Guide to BEA Information, 1988 **Timecode A User's Guide** J. Ratcliff, 1999-04-23 Recent radical changes in timecode technology location shooting and post production working practices have been brought about by the fragmentation of the television programme making industry and by a dramatic increase in affordable digital transmission and editing equipment and systems With the expansion of non traditional television service producers cable satellite and video on demand almost anything goes as far as shooting and editing formats are concerned Timecode A User's Guide is an indispensable reference for anyone needing to get to grips with the many aspects of timecode whether in house or on location Taking into account these changes this book has now been brought completely up to date to include timecode and DVD LTC VITC in HANC packets in the serial digital TV interfaces timecode in IEEE1395 Firewire timecode and digital video cassettes new recording formats of DVD DV mini cassettes and D6 are included 4 3 scanning for wide screen films standards updated new material to cover new working practices new appendices to cover the global LF time data transmissions and time data embedded in BBC transmissions Advice is also given on avoiding and remedying faults and errors **Reference Guide to Water Quality Standards for Indian Tribes**, 1990 **Using SPSS Syntax** Jacqueline Collier, 2010 SPSS syntax is the command language used by SPSS to carry out all of its commands and functions In this book Jacqueline Collier introduces the use of syntax to

those who have not used it before or who are taking their first steps in using syntax Without requiring any knowledge of programming the text outlines how to become familiar with the syntax commands how to create and manage the SPSS journal and syntax files and how to use them throughout the data entry management and analysis process Collier covers all aspects of data management from data entry through to data analysis including managing the errors and the error messages created by SPSS Syntax commands are clearly explained and the value of syntax is demonstrated through examples This book also supports the use of SPSS syntax alongside the usual button and menu driven graphical interface GIF using the two methods together in a complementary way The book is written in such a way as to enable you to pick and choose how much you rely on one method over the other encouraging you to use them side by side with a gradual increase in use of syntax as your knowledge skills and confidence develop This book is ideal for all those carrying out quantitative research in the health and social sciences who can benefit from SPSS syntax s capacity to save time reduce errors and allow a data audit trail

Workplace Mentoring Guide Andrew Jones,2012 This Guide has been developed for workplace supervisors or colleagues who are responsible for mentoring in the workplace It will take you through the process of establishing and developing a mentoring relationship with a learner in a workplace By working through this Guide you will cover the following topics 1 An introduction to workplace mentoring 2 Developing a mentoring plan 3 Facilitating a mentoring relationship 4 Monitoring a mentoring relationship 5 Evaluating the effectiveness of mentoring

Linear Static Analysis User's Guide MSC Software,2011-10-28

Department of Justice Manual Wolters Kluwer,2012-03-23 The new Department of Justice Manual Third Edition takes you inside all the policies and directives outlined in the latest U S Attorneys Manual used universally by the DOJ in civil and criminal prosecutions Along with comprehensive coverage of all the information relied on by today s DOJ attorneys this guide offers you other valuable DOJ publications in the form of Annotations You ll find the Asset Forfeiture Manual the Freedom of Information Act Case List and Merger Guidelines And it s all incorporated in a comprehensive six volume reference You ll discover how to Request immunity for clients using actual terminology from factors that DOJ attorneys must consider Phrase a FOIA request so as to avoid coming within an exempted category of information Draft discovery requests using terminology to avoid triggering an automatic denial by the DOJ Counsel clients on DOJ investigative tactics and their significance using actual DOJ memoranda Develop trial strategies that exploit common problems with certain methods of proof and kinds of evidence offered by the government Propose settlements or plea bargain agreements within the authority of the DOJ attorney handling the case This new Third Edition of Department of Justice Manual has been expanded to eight volumes and the materials have been completely revised to accommodate newly added materials including the text of the Code of Federal Regulations Title 28and Judicial Administration as relevant to the enforcement of the Federal Sentencing Guidelines by the Department of Justice The Manual for Complex Litigation and The United States Sentencing Commission Guidelines Manual The new edition also includes The National Drug Threat

Assessment for Fiscal Year 2011 and the updated version of the Prosecuting Computer Crimes Manual In an effort to provide you with the best resource possible as part of the Third Edition the Commentaries in each volume have been renumbered to refer to the relevant section in the United States Attorney and s Manual for more efficient cross referencing between the Manual and the Commentaries

Manual for Complex Litigation, Fourth, 2004 Contains proceedings and debates of the 105th Congress 2nd Session

The Maritime Engineering Reference Book Anthony F. Molland, 2011-10-13 The Maritime Engineering Reference Book is a one stop source for engineers involved in marine engineering and naval architecture In this essential reference Anthony F Molland has brought together the work of a number of the world s leading writers in the field to create an inclusive volume for a wide audience of marine engineers naval architects and those involved in marine operations insurance and other related fields Coverage ranges from the basics to more advanced topics in ship design construction and operation All the key areas are covered including ship flotation and stability ship structures propulsion seakeeping and maneuvering The marine environment and maritime safety are explored as well as new technologies such as computer aided ship design and remotely operated vehicles ROVs Facts figures and data from world leading experts makes this an invaluable ready reference for those involved in the field of maritime engineering Professor A F Molland BSc MSc PhD CEng FRINA is Emeritus Professor of Ship Design at the University of Southampton UK He has lectured ship design and operation for many years He has carried out extensive research and published widely on ship design and various aspects of ship hydrodynamics A comprehensive overview from best selling authors including Bryan Barrass Rawson and Tupper and David Eyres Covers basic and advanced material on marine engineering and Naval Architecture topics Have key facts figures and data to hand in one complete reference book

1980 Census of Population and Housing United States. Bureau of the Census, 1982

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web jul 22 2021 metal metal metallic bond when two elements engage in ionic bonding one or more electrons are

transferred from the metal to the nonmetal forming ions charged atoms