



May 17, 2015

To whom it may concern,

We are requesting verification in the form of a work permit for _____ as it pertains to their employment at Seminole Pool and Tennis. As our pool assistant manager I will be working directly with and supervising _____ as a Lifeguard.

The job duties that pertain to these positions are:

Lifeguard:

Recognize and respond effectively in emergency situations, enforce all aquatic facility policies, rules and regulations, Complete all necessary records and reports, demonstrate effective public relation skills, establish and maintain effective and desirable working relationships with other pool personnel, Association members, guests and the general public. Participate in regular in-service training sessions; demonstrate general and excellent customer service, and all other tasks as assigned.

We sincerely hope that _____ is able to obtain a work permit to work for us for the summer and take advantage of this opportunity to advance their experiences. If I can be of further assistance, please contact me at (617) 694-3366 or by email at asstmanager@seminolepool.org

Sincerely,

Hannah Balder

Seminole Pool Asst. Manager
5948 Schumann Dr.
Fitchburg, WI 53711