

**City of Elko  
Parks & Recreation**



723 Railroad Street • Elko, Nevada 89801 • Phone: 775-777-7260 • Fax: 775-777-7264 • recdir@ci.elko.nv.us

February 3, 2015

**RE: Recommendation for Sharon Bachman**

To Whom It May Concern:

Sharon Bachman has been employed with the City of Elko Parks & Recreation since June, 2006, for which time she actively participated in the overall function as a Dog Obedience Trainer through the City of Elko Recreation Department. Some of her duties as an employee are: supervision of 20 to 30 students ranging from ages 8 to 90, one day a week; plans and organizes group activities; develops and maintains program planning guides; supervises activities; and maintaining attendance records.

I have observed Sharon working with the staff, students and the public and she is very good in treating everyone with great respect and also deals with everyone fairly.

I would strongly recommend Sharon for any position she wishes to apply for. She is a conscientious individual who is dedicated to excellence. It is a great pleasure working with Sharon and I enjoy having her as an employee.

If you wish any further information, please feel free to contact me at 775-777-7260.

Sincerely,

  
Dawn M. Leyva  
Recreation Director