



CITY OF DALLAS

February 3, 1995

To: Whom It May Concern

This is to introduce and recommend Trip Reynolds. Trip and I worked together at managers for the City of Dallas. It is through that professional relationship that I can recommend him for a position in management and supervisory development.

As manager of Personnel Development my responsibilities include management and supervisory education and training. Trip often helped me in accomplishing my goals. One example is serving as an instructor for the two conferences held for two thousand employees. At these conferences, Trip conducted sessions and provided strategies to supervisors. I attached the conference brochures.

Trip was also instrumental in carrying out the Executive Development Program. He handled the exercises in the same way to ensure validity and reliability. His supporting role in a developmental assessment center was critical to the formation of individual career plans.

He is creative, personable, and energetic. His talents will benefit any organization.

If I can provide you with additional information, please call me at (214) 670-3574.

Sincerely,

Bonnie A. McElearney
Manager of Personnel Development