

OPERATIONS OFFICE
OFFICER CANDIDATE SCHOOL

APO 923
8 June, 1945

TO WHOM IT MAY CONCERN

Miss Pauleen L. Badke is highly recommended by me as a competent typist and office worker. I have known Miss Badke for over a year during which time I was the Operations Officer at the Officer Candidate School at Camp Columbia where Miss Badke was employed. Throughout this period Miss Badke has worked directly for me in the preparation of plans and schedules.

Miss Badke has many qualifications for which I recommend her. During her tour of duty her work has steadily improved which resulted in accomplishing the same amount of work in a shorter time thus permitting the use of this extra time in working out better methods and more complete checking.

Stencil cutting is a speciality of Miss Badke. A great amount of the office work is preparing schedules for mimeographing and Miss Badke very excellently accomplished all the various steps such as compiling data, typing, stencil cutting and proof reading.

Another strong recommendation is her attention to duty. I have never known her to be absent from her work without authorization. She is always at work on or before time and never leaves until quitting time and at rushed periods often works overtime.

She is good natured, of excellent character, honest and dependable and I am certain that she will be a success at whatever she undertakes.

C. V. Stanley
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Major, Infantry
Operations Officer