



U.S. Army Family and MWR
USAG-Rheinland-Pfalz Marketing
Pulaski Barracks
Im Haderwald, Geb. 2925
67661 Kaiserslautern
Phone 0631-3406-4009
Email: erinn.k.forester.naf@mail.mil

Re: Recommendation for Janay Flowers

Dear Hiring Manager,

I had the pleasure of working with Janay Flowers in the U.S. Army Garrison Rheinland-Pfalz Family and MWR Marketing Office; first as her colleague and later as her direct supervisor. On both accounts, I was overly impressed with her professionalism and dedication to the job. Her outstanding demeanor and excellent work ethic make her an admirable employee for any marketing or customer service position.

Janay is a reliable employee that I felt comfortable assigning any task to, knowing with confidence that the task would be done in a timely manner and without errors. Janay puts her full heart and mind into her work, and the results are shown through her excellent graphic designs, her neat and concise writing, her enthusiasm in attending work-related events and her consistent positive attitude.

Janay's positivity and passion for her job are shown through her involvement with the events that we assist with in the community. She is always the first to volunteer to work at an event where our marketing presence is requested at an informational booth. With a bright smile on her face, Janay happily greets everyone at the booth and answers any and all questions that they have. If Janay is not present at an event, people often ask where she is and if she is still a member of our staff. Her face is recognized as the face of Rheinland-Pfalz Family and MWR; people enjoy her presence as much as she enjoys being there interacting with the community.

Though our office would often fall under a very heavy workload, requiring each employee to multi-task accordingly, Janay's performance never declined. Even when asked to complete last-minute tasks within a short deadline, Janay's work was outstanding. She always went above and beyond what was asked of her, and extended her knowledge and expertise to other colleagues as well. There are numerous times I can recall where a staff member was not sure how to perform a certain task, myself included, and Janay was the first one to offer her help. There are tips and tricks that everyone in our office has learned from Janay that we will continue to use for as long as we remain marketers and customer service professionals.

I cannot emphasize greatly enough how lucky we were to have Janay as a member of our office. She has been an immeasurable help, a great role model for new employees, and a true professional at marketing. She has my highest recommendation.

Sincerely,

Erinn Forester
Marketing Manager
U.S. Army Garrison Rheinland-Pfalz Family and MWR



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Re: Recommendation for Janay Flowers

To whom it may concern:

Janay Flowers has been an excellent addition to the U.S. Army Garrison Rheinland-Pfalz Family and MWR team. Janay has always been at the forefront of our marketing efforts in the community, participating in our events and community information fairs. Her positive, ever-smiling presence certainly served to add brightness to any event she attended.

Ms. Flowers has also been a great volunteer for the community and Family and MWR, participating in events outside of work commitments in order to make the event come alive and be even better for the Soliders and their Families.

Janay has been a superstar for us, and a great example of everything that a Family and MWR employee should be. She assisted the marketing department enormously with her extensive marketing knowledge and would surely be an asset to any marketing department or customer service position. I know that she will be missed.

Sincerely,

Steven Pelletier
Director, Family and MWR
U.S. Army Garrison Rheinland-Pfalz

NONAPPROPRIATED FUND INSTRUMENTALITY EMPLOYMENT INQUIRY

For use of this form see AR 215-3; the proponent agency is ASA (M&RA)

1. HOW LONG HAVE YOU KNOWN APPLICANT AND IN WHAT CAPACITY (IES)? (Check applicable block and enter below)		2. IF EMPLOYER OR SUPERVISOR, INDICATE:									
		BEGINNING SALARY		POSITION TITLE				DATE (YYYYMMDD)			
CAPACITY	APPROXIMATE TIME KNOWN	LAST SALARY		POSITION TITLE				DATE (YYYYMMDD)			
SUPERVISOR											
EMPLOYER		3. IF NO LONGER IN YOUR EMPLOY, SHOW REASON FOR LEAVING									
FELLOW EMPLOYEE	<input checked="" type="checkbox"/>										
ACQUAINTANCE		4. WOULD YOU REEMPLOY APPLICANT IN THE SAME POSITION?									
OTHER (Specify)		<input type="checkbox"/> YES		<input type="checkbox"/> NO (If no, indicate reasons under "Remarks.")							
PERSONAL APPRAISAL (Based on your experience with applicant, indicate by check mark in the appropriate column your evaluation of the following factors.)		INSUFFICIENT OPPORTUNITY TO OBSERVE		OUT-STANDING		BETTER THAN AVERAGE		ADEQUATE		UNSATISFACTORY	
5.a. DEPENDABILITY - Accepts assigned responsibility and effectively accomplishes duties in an approved manner within time established.						<input checked="" type="checkbox"/>					
b. COOPERATION - A team worker, maintains good working relationships.						<input checked="" type="checkbox"/>					
c. INITIATIVE AND CREATIVENESS - Ability to think along original lines and to work without detailed instructions or supervision.						<input checked="" type="checkbox"/>					
d. SOUND JUDGEMENT/ABILITY TO ADAPT UNDER PRESSURE - Poise and judgment in meeting adverse or emergency situations.						<input checked="" type="checkbox"/>					
e. ADAPTABILITY - Ability to adjust to changes in working or living environments.						<input checked="" type="checkbox"/>					
f. CONSIDERATION FOR OTHERS - Courteous in daily contacts including attitude toward different races, religions, and nationalities.						<input checked="" type="checkbox"/>					
g. COMPLETE ONLY IF CHECKED:											
JOB KNOWLEDGE - Has knowledge of techniques and procedures applicable to the job for which being considered.											
MANAGERIAL SKILLS - Ability to plan and organize work.											
SUPERVISION - Ability to supervise other employees.											
Check applicable block. (If any answer is "yes" to the following questions, give details under "Remarks.")								YES		NO	
6. Do you have any reason to question this person's loyalty to the United States?											<input checked="" type="checkbox"/>
7. Do you have any knowledge of any behavior, activities, or associations which tend to show that this person is not reliable, honest, trustworthy, and of good conduct and character?											<input checked="" type="checkbox"/>
8. REMARKS											
<p><i>Janay would be a wonderful asset to any team.</i></p> <p><i>She is a hard worker and has an infectious personality.</i></p>											
9. DATE (YYYYMMDD)		10. NAME OF ORGANIZATION				11. YOUR POSITION OR TITLE AND SIGNATURE					
20151110		Family and MWR				Sponsorship + Advertising Mgr. <i>Daniel Marcella</i>					

Air University

upon recommendation of the faculty
of the
Ira C. Eaker Center for Leadership Development
awards this diploma to

Janay Flowers

for successfully completing the

USAF Emerging Leader Course

Feb 18 - Mar 23, 2020

MAFHRMS421 - 32 Hours

DCPDS: BEG



LIEUTENANT COLONEL, UNITED STATES AIR FORCE
ACTING DIRECTOR, FSPDS, EAKER CENTER



LIEUTENANT GENERAL, UNITED STATES AIR FORCE
COMMANDER AND PRESIDENT, AIR UNIVERSITY



LinkedIn LEARNING

Certificate of Completion

Congratulations, Janay Flowers

Digital Marketing Foundations

Course completed on Feb 23, 2022 at 01:01AM UTC • 2 hours 9 min

By continuing to learn, you have expanded your perspective, sharpened your skills, and made yourself even more in demand.

A handwritten signature in black ink that reads "Dan Bodnity".

Head of Content Strategy, Learning

LinkedIn Learning
1000 W Maude Ave
Sunnyvale, CA 94085

Certificate Id: AasT1gEZxXmFEhH2pmM0fMY2yEDu



LinkedIn LEARNING

Certificate of Completion

Congratulations, Janay Flowers

Advanced Facebook Advertising

Course completed on Feb 20, 2022 at 05:51PM UTC • 1 hour 35 min

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Sunnyvale, CA 94085

Certificate Id: Ab5zdhGSV9R1qj371dEsiI5FQ-3G



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Certificate of Completion

Congratulations, Janay Flowers

Advertising on Facebook

Course completed on Feb 19, 2022 at 10:59PM UTC • 1 hour 29 min

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Sunnyvale, CA 94085

Certificate Id: AZeBk5MdW2Kc0bTsQOIqwg1o7rlf



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Congratulations, Janay Flowers

Salesforce Essential Training

Course completed on Feb 23, 2022 at 03:32AM UTC • 1 hour 14 min

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Sunnyvale, CA 94085

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Congratulations, Janay Flowers

Google Ads Essential Training

Course completed on Feb 23, 2022 at 02:08AM UTC • 2 hours 33 min

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Congratulations, Janay Flowers

Motion Graphic Design: Animation

Course completed on Feb 24, 2022 at 02:58PM UTC • 1 hour 11 min

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Congratulations, Janay Flowers

Introduction to Graphic Design

Course completed on Mar 03, 2022 at 11:25PM UTC • 4 hours 12 min

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LinkedIn LEARNING

Certificate of Completion

Congratulations, Janay Flowers

Digital Marketing Foundations

Course completed on Feb 23, 2022 at 01:01AM UTC • 2 hours 9 min

By continuing to learn, you have expanded your perspective, sharpened your skills, and made yourself even more in demand.

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Congratulations, Janay Flowers

On-the-Spot Business Headshots

Course completed on Mar 07, 2022 at 11:42PM UTC • 49 min

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LinkedIn LEARNING

Certificate of Completion

Congratulations, Janay Flowers

SEO Foundations

Course completed on Mar 08, 2022 at 04:17AM UTC • 2 hours 38 min

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Sunnyvale, CA 94085

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