

Office Memorandum • UNITED STATES GOVERNMENT

TO : Special Assistant, DD/S

DATE: 11 March 1955

FROM : Training Officer, Office of Logistics

SUBJECT: Application of [REDACTED] for Jr. Career Development Program.

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1. Attached is the application of Mr. [REDACTED] for the Jr. Career Development Program. This candidate has been personally interviewed and endorsed by the Logistics Career Service Board and the Director of Logistics.

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2. The following information is provided on Mr. [REDACTED] which is not reflected in his application, but which might be of assistance to you in preparing a brief of this individual:

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- A. In his last Fitness Report, dated 3 January 1955, he was rated "Outstanding" as a supervisor and in his ability to influence others as well as on fourteen other characteristics. On twenty-two counts he was rated "Above Average" and on no characteristics was he rated below average.
- B. He has completed three Agency training programs within the last several months with the following results:
 - (1) In the Basic Orientation Course all his ratings were "Excellent" or "Superior".
 - (2) In the Operations Support Course, all his ratings were "Satisfactory" or "Excellent" (only three categories listed: Unsatisfactory, Satisfactory and Excellent.)
 - (3) In the Logistics Support Course he received an overall rating of "Excellent" and ranked as number one student in his class.

3. Please contact me on extension [REDACTED] if I can provide you with any additional information prior to the Board Meeting.

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