Professional Recommendation Letter

_____
_____
_____
_____
_____

_____

_____
_____
_____
_____
_____
_____

Dear _____

I am writing in support of _____'s application as a _____ in your highly esteemed company. This outstanding individual has worked as a _____ here at _____ for the past _____ years and is one of our greatest assets during that time.

As his _____, I can attest to _____'s dedication and commitment especially when the situation calls for someone willing to go beyond lengths to finish the task. his solid work ethic earned him numerous awards and decorations inside and outside the company. Furthermore, _____'s bright personality and intelligent nature allowed him to work seamlessly and comfortably with the people around him and easily learn new skills and perform new tasks.

And with all of these being said, I'm sure that _____ will surely be an invaluable asset to your company as he was to us, and thus, merits my highest recommendation.

If you wish to know more about _____, please do not hesitate to contact me through these following contact details.

_____
_____
_____
_____

My best regards,