

Internship Recommendation Letter Template

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Date: [Date]

Dear [Recipient's Name or "To Whom It May Concern"],

It is with great enthusiasm that I recommend Jordan Lee for any internship or position he applies to within the technology sector. As Jordan's supervisor during his internship at Global Tech Innovations, I had the pleasure of witnessing his remarkable growth, technical prowess, and contribution to our projects firsthand.

Jordan's technical skills are exceptional, with a particular aptitude for software development and data analysis. He played a pivotal role in developing a new analytics tool that enhanced our project management capabilities, demonstrating not only his technical abilities but also his innovative thinking.

Beyond his technical contributions, Jordan's interpersonal and leadership skills were evident. He was always willing to share his knowledge with peers, facilitating learning and collaboration within the team. His positive attitude and resilience in facing challenges were truly inspiring.

Jordan has shown an impressive ability to adapt to new environments and quickly assimilate complex concepts, making him a valuable team member. His dedication to

his work and his continuous pursuit of excellence are qualities that I believe will serve him well in any future endeavors.

I have no doubt that Jordan Lee will make a significant impact wherever he goes. I strongly endorse his application and believe he will exceed your expectations.

For any further information, please feel free to contact me.

Best regards,
Alexa Morales