

recommendation letter for employee from manager

Dear Mr. Vinod,

It gives me great pleasure to recommend Martha for the position of Executive Assistant at Gladiators Limited.

I thoroughly enjoyed working with Martha and came to regard her as a truly valuable asset to any team. She is trustworthy, dependable, and extremely hardworking. Aside from that, she is an excellent assistant who is always dependable.

Her knowledge of [specific subject] and expertise in [specific subject] were enormous assets to my office. She used this skill set to [specific accomplishment].

Martha has always been an absolute pleasure to work with, in addition to her undeniable talent. She is a true team player who always manages to spark positive conversations and bring out the best in others.

I wholeheartedly recommend Martha for a position on your team. As a dedicated and knowledgeable employee, as well as an all-around wonderful person, I am confident that she will be an asset to your organisation.

If you would like to discuss Martha's qualifications and experience further, please contact me at [your contact information]. I'd be delighted to elaborate on my recommendation.

Best wishes,
[Your Name]