

Letter of Recommendation

July 2, 2025

Dr. Musa Watson, PhD

Department Chair

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Dr. Watson:

I am writing to recommend [employee_name]. They worked with us at [name of the company] as a and [reported to me] in my position as [insert job title].

As an employee, [employee_name] was always [mention quality].

I've always focused on [insert quality] among my team members, and [employee] never fails to deliver. For example, when [insert example].

[Employee] is a delight to work with, and I wouldn't hesitate to hire [him/her/them] again. If you have any more questions about [him/her/them], please contact me at [phone number].

Best regards,

Martha Blevins

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School Principal