

# Job Reference Request

Dear [Recipient's Name],

I hope this message finds you well. I am reaching out to request a reference for a Sales Associate position I am applying for at [Company Name]. During my time at [Your Previous Company], I had the opportunity to work under your guidance, and I believe your insights would greatly support my application.

I thoroughly enjoyed my experience in sales and learned a lot about customer relationship management, sales strategies, and teamwork while working with you. If you are comfortable providing a reference, I would greatly appreciate it. Please let me know if you need any additional information or if you would like to discuss this further.

Thank you very much for considering my request. I truly value your support.

Best regards,  
[Your Name]  
[Your Phone Number]  
[Your Email Address]