

# Letter of Reference

Date: [Insert Date]

To Whom It May Concern,

I am writing to recommend [Applicant's Name] for the position of construction apprentice. As [his/her/their] [relation/position] at [Your Company/Organization Name], I have had the pleasure of witnessing [his/her/their] remarkable work ethic and dedication to learning.

[Applicant's Name] has shown a strong interest in the construction field and possesses the fundamental skills necessary to succeed. [He/She/They] has demonstrated [insert specific skills or traits, e.g., strong problem-solving abilities, attention to detail, teamwork] which I believe will make [him/her/them] an asset to your team.

Additionally, [he/she/they] is punctual, eager to learn, and works well under pressure. I have no doubt that [Applicant's Name] will approach this apprenticeship with the same enthusiasm and determination that [he/she/they] has shown during [his/her/their] time with us.

In conclusion, I highly recommend [Applicant's Name] for the construction apprenticeship program and am confident that [he/she/they] will contribute positively to your organization.

If you require any further information, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Name]

[Your Position]

[Your Company/Organization Name]

[Your Address]