

Letter of Referral

Date: [Insert Date]

To Whom It May Concern,

I am writing to highly recommend [Name of the Talent Manager] for the position of Talent Manager. Having worked closely with [him/her/them] for [duration] at [Company Name], I have been consistently impressed by [his/her/their] professionalism, dedication, and ability to connect with diverse talent.

[Name] possesses a deep understanding of the industry, and [his/her/their] ability to identify and nurture talent is truly exceptional. [He/She/They] has successfully managed various projects that have resulted in [specific accomplishments or metrics], demonstrating [his/her/their] strategic vision and execution skills.

Beyond [his/her/their] professional skills, [Name] is a team player, always willing to lend a hand or share insights. [His/Her/Their] positive attitude and ability to inspire others make [him/her/them] a valuable asset to any team.

I am confident that [Name] will excel in any talent management role and bring tremendous value to your organization. Should you have any questions or require further information, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]