

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

To Whom It May Concern,

I am writing to recommend [Applicant's Name] for the supply chain internship position at [Company Name]. As [his/her/their] [Your Relationship to Applicant, e.g., professor, supervisor] for [duration], I have had the opportunity to observe [his/her/their] exceptional skills and dedication firsthand.

[Applicant's Name] has consistently demonstrated a strong understanding of supply chain principles through [specific examples of relevant projects or skills, e.g., coursework, internships, projects]. [He/She/They] possesses analytical skills that are crucial in today's fast-paced supply chain environment, paired with a keen ability to work collaboratively within a team setting.

Moreover, [Applicant's Name] has shown remarkable problem-solving abilities, particularly during [specific instance where the applicant successfully tackled a challenge]. [His/Her/Their] strong work ethic and willingness to learn will undoubtedly be an asset to your team.

In conclusion, I highly recommend [Applicant's Name] for the supply chain internship. I am confident that [he/she/they] will contribute positively to your organization and benefit greatly from the experience. Please feel free to contact me at [Your Phone Number] or [Your Email] if you need any further information.

Sincerely,

[Your Name]

[Your Position]