

# Request for Referral

Dear [Former Manager's Name],

I hope this message finds you well. I am reaching out to you because I am currently applying for a [specific job title] position at [Company Name] and I would greatly appreciate your support in referring me for this role.

Having worked under your guidance at [Previous Company Name] for [duration], I believe you can provide valuable insight into my skills and work ethic. I am excited about the opportunity at [Company Name] and feel that my experience in [specific skills or areas relevant to the new position] would make me a strong candidate.

If you feel comfortable endorsing my application, I would be incredibly grateful. Please let me know if you need any additional information or if there's anything I can assist you with.

Thank you for considering my request. I truly appreciate your help!

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