

Recommendation Letter for [Staff Member's Name]

[Your Name]

[Your Position]

[Hotel Name]

[Hotel Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

To Whom It May Concern,

I am writing to highly recommend [Staff Member's Name] for the managerial position at your esteemed hotel. I have had the pleasure of working with [him/her/them] at [Hotel Name] for [length of time], where [he/she/they] has held the position of [current position].

[Staff Member's Name] has consistently demonstrated exceptional leadership skills, strong work ethic, and a genuine passion for delivering outstanding customer service. [He/She/They] has successfully managed [specific responsibilities or projects, e.g., staff training, guest relations, etc.], leading to significant improvements in [specific achievements, e.g., customer satisfaction scores, team performance, etc.].

What sets [Staff Member's Name] apart is [his/her/their] ability to inspire and motivate the team, fostering a collaborative work environment that encourages innovation and excellence. [He/She/They] is well-respected among both colleagues and guests, making [him/her/them] an asset to any management team.

I have no doubt that [Staff Member's Name] will excel in the managerial role and contribute positively to your organization. I wholeheartedly endorse [him/her/them] for this opportunity and am confident [he/she/they] will continue to achieve remarkable results.

Please feel free to contact me at [your phone number] or [your email] should you require any further information or details regarding [Staff Member's Name].

Sincerely,

[Your Name]

[Your Position]