

Recommendation Letter

[Your Name]
[Your Title/Position]
[Your Company/Organization]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Recipient's Title]
[Company/Organization Name]
[Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to recommend [Candidate's Name] for the position of Air Traffic Controller. I have had the pleasure of working with [Candidate's Name] for [time period] at [Your Company/Organization], where they have consistently demonstrated exceptional skills and dedication in their role as [Candidate's Current Position].

[Candidate's Name] possesses a remarkable ability to remain calm under pressure, coordinate multiple tasks simultaneously, and communicate effectively with both team members and external agencies. Their attention to detail and commitment to safety has earned them the respect of their colleagues and supervisors alike.

In addition to their technical skills, [Candidate's Name] displays outstanding leadership qualities and a strong work ethic. I am confident that they will excel in the demanding environment of an Air Traffic Controller.

Thank you for considering this recommendation. I am confident that [Candidate's Name] will be a valuable asset to your team.

Sincerely,
[Your Name]
[Your Title/Position]