

# Reference Letter

Date: \_\_\_\_\_

To Whom It May Concern,

I am writing to recommend [Full Name] for the position of Security Officer. I have had the pleasure of working with [him/her/them] at [Company Name] for [duration] where [he/she/they] served as a skilled and dedicated security officer.

[Full Name] has consistently demonstrated exceptional skills in surveillance, emergency response, and conflict resolution. [He/She/They] has been instrumental in ensuring the safety and security of our [employees/patrons/facility] through proactive measures and effective communication.

In addition to [his/her/their] professional skills, [Full Name] is known for [his/her/their] strong work ethic, professionalism, and ability to remain calm under pressure. [He/She/They] has a proven track record of working well within a team and is respected by both colleagues and superiors alike.

I am confident that [Full Name] will bring the same level of dedication and expertise to your organization. Please feel free to contact me at [Your Phone Number] or [Your Email Address] if you have any questions.

Sincerely,  
[Your Name]  
[Your Position]  
[Company Name]  
[Contact Information]