

# Letter of Support for International Job Transfer

Date: [Insert Date]

To Whom It May Concern,

I am writing to express my strong support for [Employee's Name] in their application for an international job transfer to [Location/Department]. As [Employee's Position] at [Company Name], [he/she/they] has consistently demonstrated outstanding performance and dedication to our team.

Over the past [duration], [Employee's Name] has exceeded expectations in [his/her/their] role, as highlighted in [his/her/their] recent performance evaluation. [He/She/They] has successfully achieved [specific achievements], showcasing [his/her/their] commitment to excellence and [his/her/their] ability to adapt to diverse work environments.

I truly believe that this international opportunity will not only benefit [Employee's Name] in [his/her/their] career growth but also contribute positively to our company's global strategy. [His/Her/Their] skills in [specific skills or expertise] will be invaluable to the [Location/Department] team.

Please feel free to contact me at [Your Phone Number] or [Your Email Address] should you require further information or insight regarding [Employee's Name]'s professional capabilities.

Thank you for considering this request.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Your Contact Information]