

Faculty Recommendation Letter

Date: [Insert Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am pleased to write this recommendation letter for [Student's Name], who has applied for the [Job Title] position at [Company Name]. As [his/her/their] professor in [Subject/Field], I have had the pleasure of knowing [Student's Name] for [duration] and can confidently endorse [his/her/their] capabilities and work ethic.

[Student's Name] has consistently demonstrated [qualities such as dedication, teamwork, problem-solving skills, etc.]. One notable example was when [provide a specific example of the student's accomplishments or projects]. This experience highlighted [his/her/their] ability to [explain relevant skills or attributes].

Furthermore, [Student's Name] has actively engaged in [mention any relevant extracurricular activities, leadership roles, or projects], which showcases [his/her/their] commitment to [his/her/their] professional development.

I am confident that [Student's Name] will be an asset to your team at [Company Name] and excel in the [Job Title] position. Please feel free to contact me at [Your Phone Number] or [Your Email Address] if you need further information.

Thank you for considering this recommendation.

Sincerely,

[Your Name]

[Your Position]

[Department]

[University Name]