

Letter of Recommendation

[Your Name]

[Your Position]

[Your Company]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

To Whom It May Concern,

I am writing to recommend [Employee's Name] for the delivery personnel position at [Company Name]. I have had the pleasure of working with [Employee's Name] for [duration] at [Your Company], and I believe they would be an excellent addition to your team.

[Employee's Name] has consistently demonstrated reliability and dedication in their role as a delivery driver. They are always punctual, maintain a positive attitude, and have an exceptional knowledge of local routes.

In addition to their driving skills, [Employee's Name] has excellent customer service abilities. They understand the importance of providing a great experience for customers, which has helped our company maintain a high level of customer satisfaction.

I strongly recommend [Employee's Name] for the delivery personnel position. I am confident that they will excel and contribute positively to your organization.

If you have any further questions, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Name]

[Your Position]

[Your Company]