

Support Letter for [Coworker's Name]

Date: [Insert Date]

To Whom It May Concern,

I am writing to express my full support for my colleague, [Coworker's Name], as they embark on an exciting new career path in [New Career Field]. Having worked alongside [him/her/them] at [Company Name] for [duration], I have witnessed [his/her/their] dedication, skills, and professionalism firsthand.

[Coworker's Name] has consistently demonstrated outstanding [relevant skill or quality], and I have no doubt that [he/she/they] will bring the same passion and commitment to [his/her/their] new role. [He/She/They] has a natural ability to [specific example of skill or accomplishment], which I believe will serve [him/her/them] well in [New Career Field].

I wholeheartedly endorse [Coworker's Name] in this career transition and am confident that [he/she/they] will excel in [his/her/their] future endeavors. Please feel free to contact me at [Your Phone Number] or [Your Email Address] should you require any further information.

Sincerely,

[Your Name]
[Your Job Title]
[Company Name]