

Letter of Recognition

Date: [Insert Date]

To: [Employee's Name]

From: [Your Name]

Subject: Recognition for Excellent Problem-Solving Skills

Dear [Employee's Name],

I am pleased to take this opportunity to formally recognize your outstanding problem-solving skills. Your ability to navigate complex challenges and find effective solutions has greatly contributed to the success of our team and the organization as a whole.

Your recent work on [specific project or task] demonstrated not only your analytical abilities but also your creativity in approaching tough situations. It is commendable how you [briefly describe a specific example or action taken].

Thank you for your dedication and hard work. Your talents do not go unnoticed, and I look forward to seeing more great contributions from you in the future.

Best regards,

[Your Name]

[Your Position]

[Your Company]