VanArsdel, Ltd.

|  |  |
| --- | --- |
| Taylor Phillips4321 N. Broad StreetPhiladelphia, PA 21098 |  |
|  | September 16, 20XXDear Taylor Phillips,I am delighted to provide this employee recommendation letter for Kendall Collins, who has consistently demonstrated professionalism, dedication, and outstanding problem-solving skills. Throughout their tenure, they have shown remarkable initiative, leadership, and a strong ability to handle complex projects with efficiency.Kendall is known for their exceptional communication skills, ability to adapt to evolving challenges, and commitment to exceeding expectations. They foster a positive team environment and bring creative solutions to any problem they encounter, making them a tremendous asset to any organization.For any employer seeking a motivated, talented, and team-oriented professional, I strongly recommend Kendall. Please reach out if you need additional information.Sincerely,Jordan Mitchell CEO  |
| 5678 Main St. New York, NY 90210 212-555-0199 jordan@vanarsdelltd.comwww.vanarsdelltd.com |  |