

# **Recommendation Letter for a Human Relation Manager**

**[Your Name]**

[Address]

[Letter Date]

**[Recipients Name]**

[Address]

**[Subject: Subject of Letter] -Optional-**

Dear [Recipient's Name],

I am feeling very happy for recommending [NAME HERE] for the job post of relation manager. He is well-known in the company because of his excellent performance. I can verify that he is a best employee and a best colleague to work with as I have worked with him as a supervisor for four years.

I can say it with surety that [NAME HERE] will be an excellent addition to the staff of your company. If you need any additional information regarding his professional profile, you can contact me.

**[Your Name]**

[Senders Title] -Optional-