Sample Recommendation Letter for Co-worker

[Date] [Full Name] [Title] [School Name] [Address] [City, State, Zip Code]

Dear [Mr./Ms. Last Name]:

I am writing to you with regard to [Mr./Ms. Full Name], who has requested that I write a letter of recommendation on [his/her] behalf. [First Name] and I discussed [his/her] recent decision to pursue graduate study and I support [his/her] decision and strong desire to take [his/her] dedication and skill to the next level.

I have worked with [First Name] for [time span]. Specifically, [explain the context of your relationship. Are you a supervisor? Of what?]. Applicant's duties include [explain].

Over the time that I have known [Applicant], he/she has consistently performed his/her duties with competence and often goes the extra mile, doing more than expected. [Provide a specific example].

[Applicant] is an excellent problem solver. [Provide an example.] In addition, he/she is an excellent communicator and has the skills and personality needed to be a leader. [Explain/provide an example of how Applicant demonstrates communication skills. Describe some personality characteristics that you believe are helpful to his/her success].

While Applicant's leaving our company to attend graduate school is a loss to us, I have every confidence that Applicant will thrive in a graduate school setting. The applicant is an intelligent, committed, and inquisitive individual. I believe that he/she will be an asset to your program.

Sincerely, [Employer's [Title] [Company]

Name]

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United States. National Labor Relations Board

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Job Search Letters For Dummies Joyce Lain Kennedy, 2013-07-02 New style job messages that get you in the door and on your way up From sparkling cover letters to six word bios a fresh bevy of job search letters has grown powerfully useful for successful career communications Job Search Letters For Dummies delivers the quality of New Era know how you need right now to land good jobs and thrive Whether you re a long time professional or a recent college graduate or somewhere in between Job Search Letters For Dummies has you covered Job Search Letters For Dummies covers the gamut of leading edge topics including effective strategies for internal career communications on topics such as raises promotions and position changes rules for communicating professionally with texts and networking on social media platforms such as twitter and LinkedIn fresh and updated communication phrases to voice accomplishments and make job fit statements post interview etiquette and letters such as thank yous hire me reinforcement notes interest revival queries and much more Get hired with 40 types of job letters Create short messages for a smartphone world Network on social media sites Model best letters more than 200 pro samples Whether you re a long time professional or a recent college graduate or somewhere in between Job Search Letters For Dummies has you covered A note to job seekers from nationally syndicated careers columnist and author or Job Search Letters For Dummies Joyce Lain Kennedy Welcome aboard job seekers Thanks for checking out this first guide to communications supported job search and career growth in relentlessly changing technological times. The right messaging what you say why you say it and when you say it is as important today to your employment goals as it has been at any time since Leonardo da Vinci wrote the first professional resume in 1482 Consider recent job finding history In 1986 fax machines and postal mail were the most popular ways to send resumes and cover letters In the 1990s the Internet boom kicked in with new tools to connect jobs and people e mail websites cell phones mailing lists and online bulletin boards In the 21st century the double time march of recruiting technology skyrocketed building a techno swamp populated with endless ideas of how to connect work and people through smartphones wonder tablets apps and social media for virtual networking You re competing in a new world of work out there If your job search is treading water or even drowning there s a better way Make a splash Engage hiring authorities through a communications centered campaign with smart content **Unofficial Answers** to the Uniform Certified Public Accountants Examination American Institute of Certified Public Accountants, 1978 Retail **Organization and Accounting Control** Philip I. Carthage, 1924 Decisions and Orders of the National Labor Relations Board United States. National Labor Relations Board, 2014 AICPA Technical Practice Aids American Institute of Certified Public Accountants, 1995 Marketing Management: A textbook for university students Kailas Sree Chandran, 2020-01-01 This book includes the basics of Marketing Management which is essential for any university course Includes topics like Marketing Environment Market planning Marketing mix Product life cycle market research segmentation targeting positioning Marketing research testing and launching promotion mix consumer behavior etc and other topics New York

Magazine ,1992-09-07 New York magazine was born in 1968 after a run as an insert of the New York Herald Tribune and quickly made a place for itself as the trusted resource for readers across the country With award winning writing and photography covering everything from politics and food to theater and fashion the magazine s consistent mission has been to reflect back to its audience the energy and excitement of the city itself while celebrating New York as both a place and an idea **Complete Secretary's Handbook** Lillian Doris, Besse May Miller, 1988 Offers secretaries information on the use of computers and word processors and new methods of sending messages *Merrill Lynch* WetFeet.com (Firm), 2009

University Bulletin University of California (System),1985 The United States Law Week ,1940 Consolidated Index to Proceedings of New York University Annual Institutes on Federal Taxation: Consolidated index to the 11th-33rd **The Postal Laws and Regulations** United States, 1948 Institutes, A-I Muriel Lupo, 1996 **Dictionary of Paul and His Letters** InterVarsity Press, 2023-04-11 In this thoroughly revised and updated edition of a classic reference work topics like Christology justification and hermeneutics receive careful treatment by trusted specialists New topics like politics patronage and different cultural perspectives expand the volume s breadth and usefulness for scholars pastors and students Mother of Rock Robert Milliken, 2010-06 From the pubs of the Sydney Push to New York's legendary nightclubs Lillian Roxon set the pace for an era that changed the world Audacious independent and fiercely intelligent by eighteen she was cutting her writing teeth in the colourful world of Sydney tabloid journalism She moved to New York in 1959 just in time for a cultural revolution that celebrated youth sexual freedom women s liberation and rock and roll Roxon quickly became the centre of a circle that included Andy Warhol Lou Reed Jim Morrison and David Bowie Linda Eastman confided in her about her first dates with Paul McCartney Germaine Greer dedicated The Female Eunuch to her Roxon s Rock Encyclopedia published in 1969 was the first book of its kind and established her as a leading chronicler of rock and youth culture When she died suddenly in 1973 she left behind a collection of work full of the energy irreverence and idealism of her times

Personal Letters That Mean Business Linda Braxton Sturgeon, Anne Russell Hagler, 1991 Over 370 no nonsense models that let you write perfect letters for practically every business and social occasion Impulse to Act Othon Alexandrakis, 2016-10-03 What drives people to take to the streets in protest What is their connection to other activists and how does that change over time How do seemingly spontaneous activist movements emerge endure and evolve especially when they lack a leader and concrete agenda How does one analyze a changing political movement immersed in contingency Impulse to Act addresses these questions incisively examining a wide range of activist movements from the December 2008 protests in Greece to the recent chto delat in Russia Contributors in the first section of this volume highlight the affective dimensions of political movements charting the various ways in which participants coalesce around and belong to collectives of resistance The potent agency of movements is highlighted in the second section where scholars show how the emerging actions and critiques of protesters help disrupt authoritative political structures Responding to the demands of the field today

the novel approaches to protest movements in Impulse to Act offer new ways to reengage with the traditional cornerstones of political anthropology This Birth Place of Souls Harriet Eaton, 2011 After the battle of Antietam in 1862 Harriet Eaton traveled to Virginia from her home in Portland Maine to care for soldiers in the Army of the Potomac Portland s Free Street Baptist Church with liberal ties to abolition established the Maine Camp Hospital Association and made the widowed Eaton its relief agent in the field One of many Christians who believed that patriotic activism could redeem the nation Eaton quickly learned that war was no respecter of religious principles Doing the work of nurse and provisioner Eaton tended wounded men and those with smallpox and diphtheria during two tours of duty Eaton struggled with the disruptions of transience scarcely sleeping in the same place twice but found the politics of daily toil even more challenging Conflict between Eaton and coworker Isabella Fogg erupted almost immediately over issues of propriety Though Eaton praised some of the surgeons with whom she worked she labeled others charlatans whose neglect had deadly implications for the rank and file If she saw villainy she also saw opportunities to convert soldiers and developed an intense spiritual connection with a private which appears to have led to a postwar liaison Published here for the first time the uncensored nursing diary is a rarity among medical accounts of the war showing Eaton to be an astute observer of human nature and not as straight laced as we might have thought This edition includes an extensive introduction by the editor transcriptions of relevant letters and newspaper articles and a comprehensive biographical dictionary of the people mentioned in the diary **Congressional Record** United States. Congress, 1948 The Congressional Record is the official record of the proceedings and debates of the United States Congress It is published daily when Congress is in session The Congressional Record began publication in 1873 Debates for sessions prior to 1873 are recorded in The Debates and Proceedings in the Congress of the United States 1789 1824 the Register of Debates in Congress 1824 1837 and the Congressional Globe 1833 1873 Personality Development for Work Harold R. Wallace, 1989 Schott 23 pieces by Brahms Mendelssohn Saint Saens Schubert Schumann and others Intermediate Level

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