

Casual Recommendation Email

Hi [Hiring Manager's Name],

I wanted to drop a quick note recommending [Candidate Name] for the [Position Name]. Having worked with [him/her/them] at [Company Name], I can say [he/she/they] is talented, reliable, and easy to work with.

Iâ€™m sure [he/she/they] will make a positive impact on your team. Feel free to reach out if you want more details about my experience with [Candidate Name].

Best,

[Your Name]

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