

Formal Management Reference Letter

Subject: Reference for Management Role

Dear [Recipient Name],

I am pleased to recommend [Coworker's Name] for a management position. During our time together at [Company Name], [he/she/they] has demonstrated outstanding leadership skills, strategic thinking, and the ability to motivate and manage teams effectively.

[His/Her/Their] professionalism, problem-solving abilities, and commitment to excellence make [him/her/them] an ideal candidate for any managerial role.

Sincerely,

[Your Name]

[Position]

[Company Name]

[Email/Phone]

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