

Sample Letter of Recommendation for Former Co-worker

July 21, 2016

As an individual, Daniel was a pleasure to work with as he was both pleasant and professional at the same time. He got the respect he deserved from his underlings and was always the first person to be chosen when inducting new employees to the department. Based on my experience in working closely with him, I recommend him highly for a position with your company.

During the time that Daniel has spent at the office, he was constantly commended by his seniors for his positive approach to work. This positivity is in his nature and exercising it always meant exceptional results. Project SAP, which is considered the company's most successful one since 1999, was due to his efforts primarily. He knows marketing like the back of his hand and can handle teething problems with ease and perfection.

I am pleased to write this letter of recommendation for Daniel Cliff for Marketing Officer position. I have spent 2 years as his co-worker at Concepts Marketing. Since both of us were assigned to the same projects, I got to know his strengths – both personal and professional.

Please do not hesitate to contact me at (222) 222-2222 if there is any additional information I can provide about Daniel Cliff.

To Whom It May Concern

Sincerely,

[Sign Here]

Sample Letters Of Recommendation For A Coworker

Joacim Rocklöv



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How to Write Successful Letters of Recommendation Kimberly Sarmiento, 2014-12-22 Letters of recommendation are a part of every standard school or job application. As an employer, professor, colleague, peer, or friend, chances are that at one point or another you will be asked to put a person on paper and every word counts. How to Write Successful Letters of Recommendation is your one-stop source for painting the perfect picture in just one short letter. You will learn everything you need to know about writing the perfect letter of recommendation that will get your friend, colleague, or student accepted or hired. The most effective letters of recommendation are accurate, succinct, descriptive, and powerful and include realistic evaluations of performance and capability. With ideas about how to start your letter and topics to include, this complete guide will teach you how to do just that as you construct the perfect letter from start to finish. Outlined in ten easy steps, this complete guide gives you the tools you need to write reference letters that your employees, colleagues, students, and friends will appreciate. This book is filled with tips and tricks for personalizing the letter and making your friend, student, employee, or coworker shine. With a word bank of powerful phrases and descriptive words, you'll have everything you need to make your letter stand out at your fingertips. Sample letters of recommendation are also included along with explanations of why each one is effective and tips for replicating these letters in just minutes. You will learn about the different types of recommendation letters from employment to academic to volunteer and how to direct your letter to the appropriate audience. You'll even learn what to do if someone you haven't worked with closely asks you to be a reference or how to deal with being asked for hundreds of recommendations at once. This exhaustively researched book will even teach you how to politely avoid writing letters for those people you aren't quite comfortable recommending. The Companion CD-ROM is filled with templates, examples, word banks, and worksheets so that you can easily learn to verify, experience, confirm, competence, build credibility, and bolster confidence with just a simple letter. A recommendation is more than just a letter; it's often make or break in a candidate's application for school, volunteering, or employment. With the step-by-step instructions and writing guidelines in this book, you will learn how to write introductions, opening statements, the body including a well-written, vivid assessment of character and work ethic, and a strong conclusion. This new book will also teach you how to appropriately sign your letter and will provide you with tips of re-reading and editing it to make sure you gave an effective recommendation. We spent hundreds of hours interviewing high school teachers, college professors, employers, and more who have nailed the art of composing effective communications. With How to Write Successful Letters of Recommendation, your employees, colleagues, students, and friends will see you as their go-to source to helping them succeed in their next big venture.

A Professor at the End of Time John Best, 2017-03-17 A Professor at the End of Time tells one professor's story in the context of the rapid reconfiguration of higher education going on now and analyzes what the job included before the supernova of technological innovation, the general influx of less well-prepared students, and the diminution of state and federal support wrought

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 VALENTINA CANESE, NEMITYRA 2023 5 2 American Words and Ways John Whyte, 1945 *American Words and Ways, Especially for German Americans* John Whyte, 1943 **Scaling the Ivory Tower** Lionel S. Lewis, 2018-04-24 Following in the tradition of Thorstein Veblen's *Higher Learning in America* Lionel S. Lewis has amassed solid evidence to support his conclusions about what leads to success in *Scaling the Ivory Tower*. As background to his consideration of academic freedom, sexism, merit, tenure, and other such highly charged subjects, Lewis examines the attitudes of those in universities toward academic qualification. The modern rule of thumb has become publish or perish. According to Lewis, however, research and publication may not be such prime considerations after all. Two thought-provoking chapters are devoted to an examination of letters of recommendation as important factors in hiring and promoting in the academic world. Lewis also scrutinizes academic freedom cases from the archives of the American Association of University Professors. Other intriguing issues examined by Lewis are how spouses and significant others factor into whether or not a professor gets a promotion; a typical day in the life, both academic and personal, of a professor; how the celebrity syndrome has spread to campus; discrimination against women and bureaucracy as a contributing factor to campus unrest. In the new introduction, Lewis affirms that the most apparent changes in higher education since *Scaling the Ivory Tower* was initially published have actually made the campus less meritocratic and less a place where quality academic work is recognized and rewarded. One contributing factor is the necessity to consider age, gender, ethnicity, and race in personnel decisions. Because many on campus are convinced that academic life can only be improved when the demographics of faculty reflect those in the larger society, departments are routinely expected to explain why they did not fill an opening with someone from an underrepresented group. While showing some irreverence toward academia, *Scaling the Ivory Tower* should also provoke sober consideration of where our colleges and universities are headed. This is a significant volume for university administrators, academics, and graduate students.

Leadership and Women in Statistics Amanda L. Golbeck, Ingram Olkin, Yulia R. Gel, 2015-07-13 Learn How to Infuse Leadership into Your Passion for Scientific Research *Leadership and Women in Statistics* explores the role of statisticians as leaders with particular attention to women statisticians as leaders. By paying special attention to women's issues, this book provides a clear vision for the future of women as leaders in scientific and **What to Do with Your English Or Communications Degree** Rachel Klein, Lisa J. Vollmer, Princeton Review (Firm), 2007 Many students major in the Humanities or Social Sciences because they love their chosen academic fields; however, few schools provide solid advice about how students can apply their studies to a career. This unique and informative guide directs English and Communications majors to career paths that will make the most of their educational backgrounds. It includes chapters on further academic study, fellowship opportunities, and understanding career options, as well as practical and detailed job search tips and strategies. *What to Do with Your English or Communications Degree* includes Practical advice on identifying career goals.

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