

Professional reference for job application

Subject: Character Reference for [Friend's Name]

Dear [Hiring Manager's Name],

I am pleased to provide a character reference for my friend, [Friend's Name], who is applying for a position at your organization. I have known [Friend's Name] for [X years] and can vouch for their dedication, professionalism, and positive attitude.

They possess excellent interpersonal skills, work ethic, and integrity. I am confident that they will be a valuable asset to your team.

Please do not hesitate to contact me for further information.

Sincerely,

[Your Name]

[Relationship to Friend]

[Contact Information]

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