

Casual Employee Referral Email

Subject: Recommending [Candidate's Name]

Hi [Hiring Manager's First Name],

I wanted to quickly recommend [Candidate's Name] for the [Job Title] role. I worked with them for a couple of years, and they're not only skilled at [specific skill] but also a really great person to have on the team.

I think they'd fit well into the culture here at [Company Name]. Let me know if you'd like me to introduce you directly.

Best,

[Your Name]

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