

Casual Job Reference Email

Subject: Reference for [Employee Name]

Hi [Recipient Name],

I'm happy to recommend [Employee Name], who worked with me at [Company Name] as a [Position]. They are skilled, reliable, and a pleasure to work with.

[Employee Name] handled [specific tasks or projects] exceptionally well and contributed positively to the team. I am confident they will excel in any role they pursue.

Feel free to reach out if you need more details.

Best,

[Your Name]

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