



youremail@example.com | +1 (212) 555-7890 | www.24billions.com

Character Reference Letter for Coworker

January 12, 2050

Hiring Manager

JanusCo Technologies

Modesto, CA 95350

To whom it may concern,

I am writing to highly recommend Charley Stokes for the opportunity at your esteemed organization as a Senior Project Manager. I have had the pleasure of working alongside Charley Stokes for five years at **[Your Company Name]**, where he has consistently demonstrated exceptional professionalism and a deep commitment to excellence.

Charley Stokes possesses a remarkable ability to lead cross-functional teams and strategize effectively, which has been instrumental in our team's success. His proficiency in agile project management and process optimization has proven invaluable during our collaborative projects, allowing us to increase project efficiency by 20% and deliver ahead of deadlines.

In addition to technical skills, Charley Stokes is an outstanding communicator who fosters a supportive and inclusive environment. His empathetic nature and willingness to lend a helping hand have endeared him to colleagues, continually inspiring those around him to achieve their best.

Charley Stokes consistently demonstrates a proactive attitude and an unyielding commitment to meeting deadlines, even under challenging circumstances. His ability to adapt and remain composed in high-pressure situations is truly commendable.

It is without reservation that I endorse Johnathan for the role he is seeking. I am confident that he will bring the same dedication, integrity, and drive that he has shown at **[Your Company Name]** to your esteemed organization. If you require any further information or specific examples of Charley Stokes's work, please do not hesitate to contact me at **[Your Email]**. Thank you for considering this recommendation.

Sincerely,

[Your Name]

Senior Product Manager