

# Sample Employer Recommendation Letter for Scholarship Application

[Your Company Letterhead]

[Date]

[Scholarship Committee Name]

[Scholarship Organization Name]

[Address Line 1]

[Address Line 2]

Dear Scholarship Committee,

I am writing to highly recommend [Employee's Full Name] for the [Name of Scholarship] program. As [his/her/their] [title/position] at [Company Name] for the past [length of employment], I have had the privilege of witnessing firsthand [his/her/their] exceptional work ethic, dedication, and passion for continuous learning.

During [his/her/their] tenure with us, [Employee's Name] has consistently demonstrated strong problem-solving skills, professionalism, and an eagerness to embrace new challenges. Notably, [he/she/they] excelled in [describe specific projects, tasks, or achievements], which directly contributed to the success of our team and organization. [Employee's Name] is not only meticulous and reliable in [his/her/their] work but also shows outstanding initiative, often going above and beyond assigned duties.

What sets [Employee's Name] apart is [his/her/their] genuine desire for personal and professional growth. [He/She/They] actively seeks feedback, pursues learning opportunities, and demonstrates resilience in the face of adversity. These qualities, coupled with [his/her/their] excellent interpersonal skills and ability to collaborate with colleagues, make [him/her/them] an invaluable asset to any academic program.

I am confident that [Employee's Name] will bring the same commitment, excellence, and passion to your scholarship program as [he/she/they] has shown within our organization. [He/She/They] has my strongest endorsement, and I believe [he/she/they] will thrive academically and contribute positively to your community.

Please feel free to contact me if you require any further information or insight regarding [Employee's Name]'s qualifications and character.

Sincerely,

[Your Name]

[Your Position/Title]

[Company Name]

[Contact Information]