

ON COMPANY LETTER HEAD

To whom it May Concern:

I've known Ram for over 3 years. While I wish him all the best and fully understand that he is interested in graduate studies, I'm truly sorry to see him go. It has been a pleasure having him on my team.

Ram is a professional XXXXXXXXXXXX of the highest caliber, whose meticulous implementation of projects has earned him rich praise from his seniors. His analytical and programming skills are very strong. He has developed projects XXXXXXXXXXXXXXXXXXXX for XXXXXXXXX. He has really good knowledge in XXXXXXXXXXXX and XXXXXXXXXXXXXXXXXXXX and was hence appointed XXXXXXXXX. I've received many compliments from customers who really appreciate XXXXXXX helpful nature and professional work. Management and personnel in tech support, engineering, technical training, and other departments have high regards for him.

XXXXXXXXXXXX is an innovative self-starter, who rarely needs supervision. He is punctual and typically exceeds expectations. He handles pressure well, and will voluntarily work overtime and take work home to meet a deadline. (OPTIONAL) For example, The Spice project had time constraints but Ram not only meet the extremely tight deadline, but also beat it; and produced a stellar, technically Superior result.

XXXXXXXXXXXX will be an invaluable asset to any Organization/Institution, and I highly recommend him admission for graduate studies with financial assistance. If you'd like to know anything more, please don't hesitate to contact me.

Sincerely,

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