Career Roadmap Guide Engineers

(A One Stop Solution For All Engineering Professionals)

Important H.R Interview Question

Confronting Office Politics

Effective Study Skills

Drafting

All about Scholarship Opportunities

Engr. Junaid Shaikh (Author) Dr. B. S. Chowdhry (Editor) C.V & Cover Letter Writing

Engineering Profession

Engineering Carver Planning

Project Management

Engineering Facto

Important Web Links on Jub Opportunities

Job Searching Skills & Technic

CHARACTER REFERENCE LETTER FOR JOB BY AN ACQUAINTANCE OR PROFESSIONAL

SAMPLE

TO WHOM IT MAY CONCERN

I have known Mr. /Ms "Z" in a variety of capacities for many years. He/she has been my partner in a small business where he/she is responsible for writing and editing articles and website content & external correspondence.

"Z" is organized, efficient, extremely competent, and has an excellent rapport with people of all ages. His/her communication skills, both written and verbal, are excellent.

In summary, I highly recommend "Z" for any position or endeavor that he/she may seek to pursue. He/she will be a valuable asset for any organization.

If you have any questions, please do not hesitate to contact me.

Sincerely,

(NAME OF ACQUAINTANCE / PROFESSIONAL) (NAME OF ORGANIZATION)