

[Your Name]
[Your Title/Position]
[Your Organization/Company]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Title/Position]
[Recipient's Organization/Company]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to wholeheartedly recommend [Candidate's Name] for [specific position, program, or opportunity] at [Organization/Company Name]. During [his/her/their] time at [Your Organization], I had the pleasure of working with [Candidate's Name] in [describe context or relationship, e.g., as a colleague, supervisor, etc.].

[Candidate's Name] has demonstrated exceptional skills in [mention specific skills or attributes related to AI, e.g., machine learning, data analysis, etc.]. [He/She/They] consistently excels in [provide examples of relevant projects or achievements]. One notable instance was when [describe a specific project or situation where the candidate excelled]. Moreover, [Candidate's Name] possesses a remarkable ability to [mention soft skills, such as problem-solving, teamwork, communication, etc.], which greatly contributed to [specific accomplishment or outcome]. [He/She/They] is not only technically proficient but also passionate about the field of artificial intelligence.

I am confident that [Candidate's Name] would be a valuable addition to your team and would excel in [specific role or area]. I believe that [his/her/their] innovative mindset and dedication will make a significant impact at [Organization/Company Name].

Please feel free to contact me at [your phone number or email] if you require any further information or clarification.

Sincerely,

[Your Name]
[Your Title/Position]
[Your Organization/Company]