

[Your Name]
[Your Title]
[Your Institution/Organization]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Recipient Title]
[Recipient Institution/Organization]
[Recipient Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am pleased to write this reference letter for [Applicant's Name], who has worked with me as [his/her/their] [position] at [Institution/Organization] from [start date] to [end date]. During this time, I have had the opportunity to observe [his/her/their] exceptional skills and dedication in the field of epidemiology.

[Briefly describe the applicant's specific roles and responsibilities, and any notable projects they worked on. Highlight their expertise, methodologies used, and contributions to the team.]

[Applicant's Name] possesses a strong analytical mindset and has demonstrated [his/her/their] ability to interpret complex data and derive meaningful conclusions. [Provide an example of a specific project or research that showcases their skills and impact.]

In addition to [his/her/their] technical capabilities, [Applicant's Name] exhibits excellent communication skills, effectively collaborating with both colleagues and stakeholders. [Share an anecdote or experience that highlights their teamwork or leadership abilities.]

I highly recommend [Applicant's Name] for [position/program they are applying for], as I am confident that [he/she/they] will bring [his/her/their] expertise and passion for epidemiology to your esteemed institution. Please feel free to contact me at [your phone number] or [your email] for any further information or discussion regarding [Applicant's Name]'s qualifications.

Sincerely,

[Your Name]
[Your Title]
[Your Institution/Organization]