

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient Name]
[Recipient's Title]
[J. Crew]

[Company Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to wholeheartedly recommend [Candidate's Name] for a position at J. Crew. As [his/her/their] [relation to candidate, e.g., manager, colleague, etc.] at [Your Company/Organization], I have had the pleasure of witnessing [his/her/their] exceptional skills and dedication firsthand.

[Candidate's Name] consistently demonstrates [specific skill or quality related to the position], which has greatly contributed to [specific achievement, project, or outcome]. [He/She/They] is not only [personal trait, e.g., hardworking, creative] but also excels at [another relevant skill or experience].

One of the highlights of [Candidate's Name]'s time with us was when [describe a specific example of the candidate's contribution or success]. This experience clearly illustrated [his/her/their] ability to [relevant skill or quality] and solidified my confidence in [his/her/their] capabilities.

I believe that [Candidate's Name] would be a tremendous asset to J. Crew, bringing [his/her/their] unique skills and enthusiastic approach. I am happy to provide further details should you require more information.

Thank you for considering this application. I am confident that

[Candidate's Name] will exceed your expectations.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Job Title]

[Your Company/Organization]