

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

Dear [Recipient Name],

I am writing to formally recommend [Candidate's Name] for the NQF certification. As [his/her/their] [relationship to candidate, e.g., supervisor, mentor, instructor] at [Your Institution/Organization], I have had the pleasure of working with [him/her/them] for [duration] and have witnessed [his/her/their] exemplary skills and dedication firsthand. Throughout our time together, [Candidate's Name] has demonstrated an outstanding commitment to [specific skills or attributes relevant to NQF certification], showcasing [specific examples of achievements or projects]. [He/She/They] possess a deep understanding of [relevant field or subject matter] and consistently goes above and beyond to ensure [his/her/their] work meets the highest standards of quality.

[Include additional supporting details that highlight the candidate's qualifications, skills, and contributions relevant to the certification.] I have no doubt that [Candidate's Name] will excel in obtaining the NQF certification and will bring significant value to [his/her/their] future endeavors. I wholeheartedly recommend [him/her/them] without reservation. Please feel free to contact me at [your phone number] or [your email address] if you require any further information or specifics regarding [Candidate's Name]'s qualifications.

Sincerely,

[Your Name]
[Your Position]
[Your Institution/Organization]