

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

[Recipient's Name]  
[Recipient's Title/Position]  
[Recipient's Organization]  
[Recipient's Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to recommend [Candidate's Name] for the position of Pharmacy Technician at your organization. I have had the pleasure of working with [Candidate's Name] for [duration] in the capacity of [your relationship to the candidate], where they demonstrated exceptional skills and dedication.

During their time at [Your Organization/Pharmacy], [Candidate's Name] exhibited remarkable professionalism and efficiency. Their responsibilities included [list specific duties], which they carried out with great attention to detail and a strong ability to multitask.

[Candidate's Name] has a solid understanding of pharmacy operations, including knowledge of medications, pharmaceutical calculations, and patient safety protocols. Their ability to assist both pharmacists and patients has greatly contributed to our team's success.

In addition to their technical skills, [Candidate's Name] possesses excellent interpersonal skills, making them a valuable team player. They communicate effectively with both colleagues and patients, ensuring that all interactions are positive and informative.

I am confident that [Candidate's Name] will be an asset to your team and excel in the role of Pharmacy Technician. Please feel free to contact me at [your phone number] or [your email address] if you have any further questions.

Sincerely,

[Your Name]  
[Your Title/Position]