

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

[Recipient Name]  
[Recipient Position]  
[Journal of Quality Management]  
[Recipient Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to recommend [Author's Name] for [specific paper/submission title] in the Journal of Quality Management. As [Author's Position] at [Author's Organization], I have had the pleasure of working alongside [him/her/them] for [duration] and have witnessed [his/her/their] exceptional skills in [specific areas].

During our time together, [Author's Name] has demonstrated [specific skills or qualities relevant to the submission]. [He/She/They] has consistently produced high-quality work, which is evident in [specific examples of contributions or achievements].

I believe that [his/her/their] submission will make a significant contribution to the field of quality management, offering [brief description of key findings or insights]. [He/She/They] possesses an in-depth understanding of [relevant topics], which is often reflected in [his/her/their] research and analysis.

I am confident that the journal will benefit from [Author's Name]'s work and insights. Please feel free to contact me at [your phone number] or [your email] if you have any further questions regarding this recommendation.

Thank you for considering [his/her/their] submission.

Sincerely,

[Your Name]  
[Your Position]  
[Your Organization]