

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

Dear [Recipient's Name],

I am writing to recommend [Candidate's Name] for the position of Software Engineer at [Recipient's Company/Organization]. I have had the pleasure of working with [Candidate's Name] for [duration] at [Your Company/Organization], where [he/she/they] served as [Candidate's Position].

Throughout [his/her/their] time with us, [Candidate's Name] demonstrated exceptional skills in [specific technical skills or programming languages, e.g., Java, Python, etc.], and consistently delivered high-quality work on [specific projects or tasks]. [He/She/They] is particularly adept at [specific abilities related to software engineering, e.g., problem-solving, debugging, collaborating with teams]. One project that stands out is [briefly describe a project or achievement], where [Candidate's Name] [describe the candidate's contributions and the outcome]. This experience showcased [his/her/their] ability to [highlight relevant skills or outcomes].

In addition to technical skills, [Candidate's Name] has a strong [mention soft skill or characteristic, e.g., teamwork, communication, leadership] that makes [him/her/them] a valuable team member. [He/She/They] is always willing to help others and share knowledge, creating a positive and collaborative work environment.

I am confident that [Candidate's Name] will be a great asset to your team at [Recipient's Company/Organization]. [His/Her/Their] dedication to excellence and passion for software engineering make [him/her/them] an excellent candidate for the role.

Please feel free to contact me at [Your Phone Number] or [Your Email Address] if you have any questions or need further information.

Sincerely,

[Your Name]  
[Your Position]