

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

Dear [Recipient Name],

I am writing to recommend [Applicant Name] for the VB application role at [Company/Organization Name]. I have had the pleasure of working with [Applicant Name] for [duration] at [Your Company/Organization], where [he/she/they] served as [Applicant's Position].

During this time, [Applicant Name] demonstrated exceptional skills in Visual Basic programming and a deep understanding of application development. [He/She/They] consistently delivered high-quality work under tight deadlines, exhibiting both strong problem-solving abilities and attention to detail.

One of [his/her/their] notable projects involved [briefly describe a relevant project or achievement], which resulted in [positive outcome]. This experience showcased [his/her/their] capability to [specific skills related to VB application].

In addition to [his/her/their] technical expertise, [Applicant Name] is a proactive team player who communicates effectively with peers and demonstrates leadership qualities. [He/She/They] positively contributes to team dynamics and is always willing to assist others.

I am confident that [Applicant Name]'s skills and work ethic will make [him/her/them] a valuable asset to your team. I wholeheartedly recommend [his/her/their] application for the VB position.

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

Sincerely,

[Your Name]  
[Your Position]