

[Your Name]
[Your Job Title]
[Your Company]
[Your Company Address]
[City, State, Zip Code]
[Your Email Address]
[Your Phone Number]
[Date]

[Recipient's Name]
[Recipient's Job Title]
[Recipient's Company]
[Recipient's Company Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to recommend [Candidate's Name] for the position of UX Designer at [Recipient's Company]. I had the pleasure of working with [Candidate's Name] at [Your Company] for [duration] where they held the position of [Candidate's Job Title].

During their time with us, [Candidate's Name] consistently demonstrated exceptional skills in user-centered design and an ability to create intuitive and aesthetically pleasing interfaces. They have a strong grasp of design principles, usability testing, and prototyping tools such as [list relevant tools or software].

One of the highlights of [Candidate's Name]'s work was [specific project or achievement]. Their innovative approach and collaboration with cross-functional teams led to [describe the outcome, e.g., improved user engagement or increased satisfaction].

[Candidate's Name] is not only a talented designer but also a proactive communicator who thrives in a team environment. Their passion for UX design and commitment to continuously improving their craft make them an invaluable asset to any team.

I wholeheartedly recommend [Candidate's Name] for the UX Designer position at [Recipient's Company]. I am confident they will bring creativity, dedication, and a user-focused mindset to your team. Should you require any further information, please feel free to reach out to me at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Name]
[Your Job Title]