

[Your Name]  
[Your Job Title]  
[Your Organization]  
[Date]

[Award Committee Name]  
[Organization Name]  
[Address]

Subject: Recommendation for [Candidate Name] - Outstanding Human Resources Director Award

Dear Selection Committee,

It is with great pleasure that I recommend [Candidate Name] for the Outstanding Human Resources Director Award. As [Your Relationship to Candidate], I have witnessed firsthand their exceptional leadership, strategic vision, and dedication to fostering a positive organizational culture.

[Candidate Name] has consistently demonstrated the ability to balance the needs of the business with the well-being of employees. During their tenure at [Organization Name], they have successfully implemented [Mention a specific initiative, e.g., a new recruitment strategy or employee wellness program] which resulted in [Mention a specific metric or outcome].

Beyond their technical expertise, [Candidate Name] is a person of high integrity. They have navigated complex HR challenges with transparency and fairness, earning the respect of both executive leadership and staff at all levels. Their commitment to diversity, equity, and inclusion has fundamentally improved our workplace environment.

In conclusion, [Candidate Name] represents the highest standards of the HR profession. I am confident that their achievements make them the ideal recipient for this prestigious recognition.

Sincerely,

[Signature]  
[Your Printed Name]  
[Your Phone Number]  
[Your Email Address]