

Date: [Date]

Subject: Letter of Recommendation for [Applicant Name]

To the Fellowship Selection Committee,

It is my pleasure to recommend [Applicant Name] for the [Name of Fellowship] program. As [Your Job Title] at [Your Company], I have supervised [Applicant Name] for [Number] years in our Talent Acquisition department, where they have consistently demonstrated exceptional skill in recruitment strategy and human capital management.

During their tenure, [Applicant Name] distinguished themselves by [mention a specific achievement, e.g., reducing time-to-hire by 20% or implementing a new diversity sourcing initiative]. They possess a unique ability to balance data-driven decision-making with a candidate-centric approach, ensuring both organizational fit and a positive employer brand.

Beyond their technical proficiency in ATS systems and talent pipeline building, [Applicant Name] exhibits the leadership qualities essential for this fellowship. They are a collaborative team member who approaches challenges with a problem-solving mindset and a commitment to ethical hiring practices.

I am confident that [Applicant Name] will contribute significantly to your fellowship cohort and utilize this opportunity to further advance the field of Talent Acquisition. I recommend them without reservation.

Sincerely,

[Your Name]
[Your Title]
[Your Company]
[Your Email Address]
[Your Phone Number]