

Letter Of Recommendation

I am glad to share my recommendation for Mr. Aadi Desai in context of his application for the (program name) at (University name). Having known him since (year) in my position, I would say that I have found him to be an assiduous individual, who is always willing to contribute towards achieving overall team's objective.

He demonstrates tremendous determination in completing his assigned task, is open to participate in difficult tasks and I have often witnessed him taking up assignment which can be grueling and need thorough knowledge. His focus on understanding the requirements in detail is an extension of his knack for detailed planning and exploring additional resources to develop on his domain knowledge. Throughout our interactions, he has been vocal about his future goals and witnessing his strong temperament and dedication I am convinced that he is poised to realize his ambition of making a transition from mid-level roles to senior management positions in future. Furthermore, he significantly stands out in regards to his indomitable time management skills as he is capable of completing multiple tasks easily within the deadline and has done so without making any compromise on the quality of the deliverable.

Under my supervision, he has worked on many projects mainly including construction, renovation and repair work for schools, colleges and residential society and is presently working on two major commercial projects. In these projects, he was involved in advising on the selection of material, its quality and also was responsible for, manpower management in terms of hiring candidates for varied projects. While working, he monitored every project's progress closely and was accurate with allocation of duties and defining achievable deadline. Performing as an outstanding leader, he ensured continuous communication within the group, showed willingness to include different opinions and following instruction diligently guided the team brilliantly by setting example. During his stint he strived to be well-organized, exhibited professional-level execution capabilities and I was particularly impressed with his people management and organizational skills.

In my opinion, this course will provide Aadi opportunities that will strengthen his knowledge of the field and equip him with the skills which would eventually assist him in achieving his career dreams. I am confident that he will be an asset to your university just like he was to the organization and am sure that he would excel in this coursework. Hence, I endorse his application for admission wholeheartedly.

Vivan Shah
CEO
ABC Company