

ABC University –xxx Hospital
No.ABC, GREEN Road, City District.
WIND City, 333

December 28, 2019

Dear Selection Committee:

I'm writing this letter to recommend Mr. XXX for the nursing position for which he is applying.

I am the head nurse and XXX's clinical instructor at XXX University –XXX Hospital. I have had the pleasant opportunity of supervising him for almost a year while he worked as registered nurse. I found him an exceptionally dedicated nursing professional and an absolute joy to work with. Although I don't want to see him go, I wish him all the best in his pursuit of career.

XXX is a promising young nurse who is intelligent, self-motivated, responsible, hard-working, well-mannered, and eager to gain knowledge and experience. Patients and coworkers thought highly of his professionalism and thoughtful, attentive nature. While it is clear to me he is made for this line of work, he also has a talent for languages. Every time there is a foreign client in the unit, he's the one that can break the language barrier and provide excellent care to his patients.

From what I've seen, some unique qualities of his are his curiosity and thirst for knowledge. He graduated from top of his classes and would often interested in knowing reasons and theories behind different cases in clinical settings. He's always willing to learn and cares deeply for others. Therefore, he would be a wonderful nurse at your medical facility.

Mr. X has my highest recommendation. Although he will be greatly missed, I am confident he will continue to thrive in his chosen profession, and any medical facility would be lucky to have him as a nursing staff.

Sincerely,

XXX, RN, BSN
Nurse Manager
XXX University –XXX Hospital
01-123 456 # 789