**Letter of Recommendation**

**Date:**

**To whom it may concern**

We, “Company”, hereby confirm that **Mr “Name Surname”,** a Russian national, holder of a Russian passportwith number 00000000**,** was employed with us since the *2nd March 2015 until 30th November 2015 as Customer Support Specialist in our Customer Support department.*

“Name” was responsible for *supporting clients with their queries via chat, telephone and email. She was also responsible for resolving first line client complaints and was also covering the Chinese speaking market*.

“Name” was very respected amongst her team members and very organised and precise in her work always working with effort and extra diligence.

We recommend “Name” for further employment and we wish him all the best in his future endeavours.

Yours Sincerely,

*“Company”*