

## SAMPLE LETTER OF RECOMMENDATION FOR ENGINEERING COURSES

The below sample letter of recommendation has been written by an employer, recommending an employee for admissions at a reputable university abroad.

### Sample 2:

Letter written by a company manager recommending a junior employee for a postgraduate course in Chemical Engineering at the University of Birmingham.

March 11, 2016

Chennai

Dear Admissions Team,

I am Sriram Panicker - Branch Manager - STB Chemicals, Chennai. I would like to recommend one of the employees of the firm – Mr. Rajeev Singh for a place on the MEng Chemical Engineering course offered by the University of Birmingham.

Rajeev completed his B. Tech Chemical Engineering from Sriram College with a first-class score – 76% and then joined STB Chemicals in 2015 as a trainee-chemist. He completed the training successfully and since then has become chemical production supervisor. He is an honest and hard-working person, and now aspires to complete a postgraduate course in chemical engineering to boost his career prospects.

I have worked closely with Rajeev, and he was instrumental in helping our company exceed our turnover targets for the past two years in a row. He has excellent communication skills and is a proven team-leader motivating his colleagues to excel. It is his dream to complete a MEng course from the UK, and the University of Birmingham has been his first choice.

I would like to recommend him for a place on the MEng Chemical Engineering course and wish him the very best for his studies.

Thanking you.

Sincerely,

Sriram Panicker  
Manager - STB Chemicals  
[E-mail address]  
[City, State – Pin number]  
[Country]

### Disclaimer:

Please note that the names of students, referees, companies and designations used in the letters are completely fictitious and any resemblance to any actual person is purely coincidental.