Name of the recipient:

Company name:

Address of the company:

Date:

To whom it may concern,

I am writing this letter to attest that Mr. Johnson has acquired the necessary skills and experience and now he is in the position to lead the construction company as a director. Mr. Johnson has worked for a year in my construction company under my supervision. I have found him to be a very hardworking and passionate person and his skills are also exceptional.

I am very pleased to work with him since he has completed many projects with me successfully. I am providing some necessary and relevant documentation as proof with this letter. In case you want to get any additional information regarding Mr. Johnson and his work with me, feel free to contact me.

Sincerely,

Name of the sender  
Signatures of the sender