**To Whom It May Concern**

I am writing this reference letter on the request of Sara Chris who is applying for a position as a Registered Nurse at the St. Louis Hospital. I know Sara for several years in my capacity as an Administrator of NHI Nursing & Homemakers. Sara worked for our facility as a Staff Nurse from May 2009 to June 2011.

Sara has several strengths to offer to St. Louis Hospital. She is very skilled, responsible, efficient, enthusiastic, and kindhearted individual. While working at NHI Nursing & Homemakers, Sara distinguished herself as an outstanding nurse among all others. She constantly provided safe sympathetic nursing care to our residents and their families. She was always eager to go a step further than expected and consequently made lots of great connections with the residents. Moreover, she developed and maintained professional relationships with co-workers and patients and had an admirable attendance record.

To put it briefly, I will highly recommend Sara for a position of Registered Nurse at the St. Louis Hospital. If her performance at NHI Nursing & Homemakers is any sign of how she will perform as a nurse, I believe Sara will be a positive addition to your organization. In case of any query please don’t hesitate to contact me.

I wish her best of luck in her future endeavors.

Sincerely,

(Signature)

John Smith
Administrator
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