

Self Recommendation Letter for Promotion

From,
Chester Bennett
3476 Aliquet. Ave
Minot AZ 95302
(837) 196-3274

08-10-2019

To,
Wallace Ross
313 Pellentesque Ave
Villa Park Hawaii 43526

Subject: (-----)

Dear Wallace Ross,

I Chester Bennett working with ----- (company name) as a ----- (job title) would like to submit my application for promotion through this formal letter. I have been working with the organization ----- (mention the years).

Through all these years, I have worked on many important projects such as ----- (mention the details). In all these projects, I have always demonstrated the required skills and knowledge to complete the projects successfully. I have also established a great relationship with clients and team all across.

You can also review my client feedback and annual performance review and evaluation. I am always keen to learn and adapt according to new technologies and working system. I would request you to consider my application and discuss the opportunity of promotion.

I will be looking forward to hearing from you soon. You can contact me anytime.

Yours Sincerely,
(Your Signature)
Chester Bennett

