Date

**To Whom It May Concern**

Adi Inshol has been the Chief Textile Designer at ABC Fashion Textiles from 12th January 2014 to 15th September 2019. She has served the company with complete dedication and commitment towards her job.

During her tenure, she led the design team to create unique designs for high-quality fabric. It was her responsibility to ensure quality and high standards. All ideas generated by junior designers had to be approved by her based-on uniqueness and quality.

Inshol has a charismatic personality. She is perfect as a team leader and supervisor. Moreover, her own dedication, skills, and hard work have also contributed to her success.

The company wishes her success in her future.

[Your Name]  
Designation  
Signature/Date