

Personal Employment Reference Letter

To Whom it May Concern,

As a nanny to my eight-year-old twins for the past three years, Heather Pleat has proven herself to be a remarkably responsible, confident young woman.

I am amazed at the ease with which Heather can fulfill a variety of tasks. She has worked for me not only as a nanny, but also a tutor to my children and a housekeeper. She even finds time to volunteer at a local day care for single mothers. Not once have I seen Heather become overwhelmed by a given task or assignment.

I am confident that Heather's intelligence and maturity will be great assets in any organization. Please do not hesitate to contact me with any questions.

Sincerely,

Janet Monroe
(555) 555-5555