

**Online Certifications and Training for Business Skills**

FREE Certifications for you or your employees!

* [Lean Six Sigma White Belt Certification](https://www.msicertified.com/six-sigma-certifications/lean-six-sigma-white-belt-certification/)
* [Project Management Essentials Certification](https://www.msicertified.com/project-management/project-management-essentials-certified/)
* [Business Management Essentials Certification](https://www.msicertified.com/business-skills-certifications/free-business-management-certification/)
* [More FREE Programs](https://www.msicertified.com/free-training/about-free-certifications-and-courses/)

BOOST Your Resume with these HIGH-DEMAND Certifications!

* [Change Management Specialist](https://www.msicertified.com/business/change-management-certification/) (CMS)
* [Lean Six Sigma Black Belt Professional](https://www.msicertified.com/six-sigma-certifications/six-sigma-lean-black-belt-certification) (LBBP)
* [Project Management Qualified](https://www.msicertified.com/project-management/project-management-qualified/) (PMQ)
* [More HIGH DEMAND Programs](https://www.msicertified.com/all-certifications/)

[Your Name]
[Your Title/Position (if applicable)]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Recipient's Address]
[City, State, ZIP Code]

Dear [Recipient's Name],

I am writing this character reference letter on behalf of [Individual's Name]. I have had the privilege of knowing [Individual's Name] for the past [number of years], during which time I have had the opportunity to witness their outstanding character and personal qualities.

[Individual's Name] is a person of exceptional integrity, honesty, and reliability. They consistently display kindness, empathy, and a willingness to help others in both personal and professional settings. [Provide specific examples of the individual's character traits and actions.]

In addition to their admirable character, [Individual's Name] possesses strong communication skills, a positive attitude, and an unwavering commitment to their responsibilities and commitments. They have consistently demonstrated the ability to [mention any relevant qualities or actions].

I wholeheartedly endorse [Individual's Name] as a person of outstanding character and integrity. Please feel free to contact me at [Your Email Address] or [Your Phone Number] if you require any further information or have any questions.

Thank you for considering this character reference for [Individual's Name]. I have no doubt that they will continue to be a positive influence in any context.

Sincerely,

[Your Name]