**M/S AL-MADAD**

**Date:-**

**To whom it may concern**

It has been 6 years since I have known Rajib Khan as a colleague. I was first introduced when I joined Al-Madad Store. I am writing this reference letter concerning his application for his admission to overseas esteem university.

Rajib Khan is a much focused, disciplined and punctual person, who I have, came to know in these years. He can work efficiently under tough situations and always tries to do his best to deliver every time. After joining the organization, he has worked hard in the growth and progress of the company and met up with his sales targets. He has good communication skills with the customers at hand and tries to met up with their satisfaction by viewing their taste, thought, and look-up into new products that might be in demand.

I would also love to include that Rajib Khan has strong leadership skills and great morals with clear ambitions to grow his career.

I believe that he has the required elements within him, which can be sharpened into shining diamonds by esteem University. I wish him success in his future ambitions.