

Recommendation Letter

ABC Company
Vocational Training Institute
123 Skills Avenue
Nairobi, Kenya

Date: 25/5/2025

To Whom It May Concern,

I am writing to offer my highest recommendation for **Mr. Koitalel Arap**, whom I have had the privilege of mentoring and assessing over the past six months in our tailoring program. During this time, Mr. Arap consistently demonstrated a level of skill, professionalism, and dedication that far exceeded the standards expected of our candidates.

From the outset, Mr. Arap distinguished himself through:

1. Expert Fabric Handling

- He showed an exceptional understanding of various textiles—cotton blends, silks, denims—and selected appropriate tools and techniques for cutting, pressing, and finishing each fabric type.
- On multiple occasions, he identified and corrected fabric grain issues before cutting, preventing costly errors in garment construction.

2. Precision Stitching & Seam Alignment

- His stitch quality was uniformly straight and even, with seam allowances maintained to industry-standard tolerances (± 1 mm).
- In a complex exercise creating a double-pleat skirt, he achieved perfect pleat placement and symmetry, earning top marks from our evaluation panel.

3. Advanced Pattern Matching

- Mr. Arap excelled at aligning patterned fabrics, ensuring motifs matched at key seam lines (e.g., side seams and center fronts).
- His work on a bespoke men's blazer project showcased flawless pattern continuity across the front panels and lapels.

4. Finishing & Detail Orientation

- He consistently applied professional-grade finishes—French seams, bias-bound edges, and topstitching—resulting in garments that met or surpassed commercial quality.
- He paid careful attention to small details, such as evenly spaced buttonholes and neatly pressed collars.

5. Project Management & Communication

- For his capstone “Custom Shirt” assignment, he managed timelines, sourced materials, and maintained clear client communication—all documented in his project worksheet.
- He welcomed constructive feedback, iterated on his designs, and delivered the final product ahead of schedule.

6. Ethics & Teamwork

- Mr. Arap was punctual, reliable, and courteous to peers and instructors alike.
- He often assisted fellow apprentices, sharing best practices for machine maintenance and troubleshooting.

Based on his technical excellence and professional attitude, I have no doubt that Mr. Koitalel Arap possesses the competencies required for formal tailoring certification and will be an asset to any employer or institution recognizing his skills.

Please feel free to contact me at [trainer’s email] or [trainer’s phone number] if you require further information.

Sincerely,

Jean Pierre
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