

Language Proficiency Certificate

Date: [Insert Date]

To Whom It May Concern,

This is to certify that [Employee's Name] has demonstrated proficiency in [Language] at a [specific level, e.g., "intermediate", "advanced"] level.

[Employee's Name] has effectively utilized their language skills in various professional settings, including [provide specific examples, e.g., "client meetings", "written correspondence", or "presentations"]. Their ability to communicate fluently has significantly contributed to [mention any outcome, e.g., "project successes" or "team collaborations"].

For any further inquiries or verification of [Employee's Name]'s language proficiency, please feel free to contact me at [Your Contact Information].

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Contact Information]