

Employment Verification Letter

Date: [Insert Date]

To Whom It May Concern,

This letter is to confirm the employment of [Employee's Name] at [Company Name]. [He/She/They] has been employed with us since [Start Date] and currently holds the position of [Job Title].

[Employee's Name] earns a salary of [Salary Amount] annually, and [his/her/their] employment status is [Full-time/Part-time]. [He/She/They] has displayed professionalism and dedication during [his/her/their] time with our company.

If you require any further information, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Name]

[Your Job Title]

[Company Name]

[Company Address]

[Company Phone Number]