

Employment Verification Letter

Date: [Insert Date]

[Recipient's Name]

[Recipient's Position]

[Company/Organization Name]

[Company/Organization Address]

[City, State, Zip Code]

Dear [Recipient's Name],

This letter is to confirm the employment of [Employee's Name], who has been a clinical researcher at [Healthcare Institution/Organization Name] since [Start Date]. As part of their role, [he/she/they] has been responsible for [briefly describe job responsibilities, e.g., conducting clinical trials, managing study protocols, etc.].

[Employee's Name] currently holds the position of [Employee's Position] and has demonstrated exceptional skills in [list relevant skills or achievements]. [His/Her/Their] work contributes significantly to our ongoing research projects.

If you require any further information regarding [Employee's Name]'s employment or role, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Healthcare Institution/Organization Name]

[Organization Address]

[City, State, Zip Code]