

# Employment Verification Response

Date: [Insert Date]

To Whom It May Concern,

This letter is to confirm the employment of **[Employee's Name]** at **[Company Name]**. **[Employee's Name]** has been employed with us since **[Start Date]** and is currently working in the position of **[Job Title]**.

Should you require any additional information regarding **[Employee's Name]**, please feel free to contact us at **[Company Phone Number]** or **[Company Email Address]**.

Thank you for your attention to this matter.

Sincerely,

**[Your Name]**

**[Your Job Title]**

**[Company Name]**

**[Company Address]**

**[Company Phone Number]**

**[Company Email Address]**