

Employment Verification Letter

Date: [Insert Date]

To Whom It May Concern,

This letter is to confirm that [Employee's Name] is employed at [Company Name] as a [Job Title]. [He/She/They] started working with us on [Start Date] and is currently earning a salary of [Salary Amount] per [hour/week/month/year].

[Employee's Name] has demonstrated professionalism and dedication in [his/her/their] role. [He/She/They] is a recent graduate from [University Name] with a degree in [Degree Name].

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

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Job Title]

[Company Name]

[Company Address]

[City, State, Zip Code]