

Validation of Employment Experience

Date: [Insert Date]

To Whom It May Concern,

This letter is to formally verify the employment of **[Candidate's Name]** at **[Company Name]**. **[He/She/They]** was employed with us from **[Start Date]** to **[End Date]** as a **[Job Title]**.

During **[his/her/their]** tenure, **[Candidate's Name]** was responsible for the following:

- **[Responsibility/Task 1]**
- **[Responsibility/Task 2]**
- **[Responsibility/Task 3]**

We found **[him/her/them]** to be **[insert character qualities, e.g., hardworking, reliable, etc.]** and a valuable member of our team.

If you need further information regarding **[Candidate's Name]**'s experience, please do not hesitate to contact me at **[Your Phone Number]** or **[Your Email Address]**.

Sincerely,

[Your Name]

[Your Job Title]

[Company Name]

[Company Address]