

Employment Confirmation

Date: [Insert Date]

[Employee's Name]

[Employee's Address]

[City, State, Zip Code]

Dear [Employee's Name],

We are pleased to confirm your employment with [Company Name] as a Construction Crew Member. Your start date will be [Insert Start Date]. You will report to [Supervisor's Name/Position] at [Work Location].

Your job responsibilities include, but are not limited to:

- Assisting in the construction, repair, or renovation of structures
- Following safety protocols and procedures on site
- Working collaboratively with team members
- Maintaining tools and equipment

Your salary will be [Insert Salary] per [hour/week/month], paid on a [bi-weekly/monthly] basis. Additional benefits include [list any benefits such as health insurance, vacation days, etc.].

We are excited to have you on board and look forward to your contributions to our team. If you have any questions, please feel free to reach out to our HR department at [HR Contact Information].

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Company Address]

[City, State, Zip Code]