

[Company Letterhead]

Date: _____

Place: _____

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Mr./Ms. _____, holding Employee ID _____, was employed with _____ as a _____ from _____ to _____.

During this tenure, he/she was responsible for _____. He/She demonstrated excellent skills in _____ and contributed positively to the growth of the organisation.

We found _____ to be professional, hardworking, and of good conduct throughout his/her tenure with us. We wish him/her continued success in all future endeavours.

For _____,

[Signature]

(Name)

(Designation)

[Company Seal/Stamp]