

<<<<Date>>>>>

<<<<<**Receivers Name**>>>>>

<<<<<Receivers Address>>>>>

Dear <<Receivers Name>> ,

**Employment Certification**

This is to certify that Mr. <<Receivers Name>>, <<< NIC No. >>> Of <<<Address>>> is a permanent employee at <<<Company Name>>>; since <<<Date>>>, and he is employed currently in the capacity of <<<**Designation**>>>>.

This letter is issued on the request of Mr/ Ms. <<Receivers Name>> ,.

Yours Faithfully

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<<<<Name of the HR Manager>>>>>  
HR Manager