



Employment Verification Letter

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[Company Name]
[Company Address]
[City, State, ZIP Code]
[Email Address] | [Phone Number]
[Date]

To Whom It May Concern,

I am writing to formally verify the employment of **[Employee Name]** at **[Company Name]**.

[He/She/They] has been a valued member of our team since **[Start Date]** and currently holds the position of **[Job Title]**.

[Employee Name] is employed on a **[Full-time/Part-time/Contract]** basis and earns a salary of **[Salary]** per **[Hour/Week/Month/Year]**.

During [his/her/their] time with us, [Employee Name] has consistently demonstrated professionalism, reliability, and expertise in their role.

Their contributions have played a key role in the success of our team and company.

If you require any additional information or verification, please do not hesitate to contact us at **[Company Email]** or **[Phone Number]**.

Sincerely,

[Authorized Representative Name]
[Job Title]
[Company Name]