Employment Verification Letter Example for Current Employment - This letter must be on company letterhead

DATE

Board of Canadian Registered Safety Professionals
6700 Century Ave Suite 100
Mississauga, ON L5N 6A4

To Whom It May Concern:

This letter is to verify that NAME OF APPLICANT is employed at NAME OF COMPANY in the position of NAME OF POSITION. This position is FULL-TIME/PART-TIME/CONTRACT.

NAME OF APPLICANT started working in this capacity on EMPLOYMENT COMMENCEMENT DATE and is still working in this position as of DATE OF LETTER.

If you require any additional information, please contact me at PHONE # or via EMAIL.

SIGNATURE REQUIRED

NAME OF INDIVIDUAL WHO SUPPLIED LETTER
TITLE OF INDIVIDUAL WHO SUPPLIED LETTER

Employment Verification Letter Example for Previous Employment This letter must be on company letterhead

DATE

Board of Canadian Registered Safety Professionals
6700 Century Ave Suite 100
Mississauga, ON L5N 6A4

To Whom It May Concern:

This letter is to verify that NAME OF APPLICANT was employed at NAME OF COMPANY in the position of NAME OF POSITION. This position was FULL-TIME/PART-TIME/CONTRACT.

NAME OF APPLICANT commenced employment in the above mentioned position with our company on EMPLOYMENT COMMENCEMENT DATE until EMPLOYMENT TERMINATION DATE.

If you require any additional information, please contact me at PHONE # or EMAIL.

SIGNATURE REQUIRED

NAME OF INDIVIDUAL WHO SUPPLIED LETTER
TITLE OF INDIVIDUAL WHO SUPPLIED LETTER