

[Company name]

[Address] · [Phone] · [Email]

EXPERIENCE CERTIFICATE

To whom it may concern

This is to certify that [Mr./Ms.] [Employee's name] worked with [Company name] as [Designation] in the [Department] department from [Date of joining] to [Date of leaving].

During this period, [his/her] responsibilities included [main duties]. We found [him/her] sincere and hard-working, and [his/her] conduct was good throughout [his/her] service.

We wish [him/her] every success in [his/her] future career.

[Place], [Date]

For [Company name]

[Signatory's name]

[Signatory's designation]
