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# Employment Certificate Letter

**Widget Corp**

**1234 Industry Road**

**Techville, Silicon State 67890**

**Tel: (123) 456-7890**

**Email: [hr@widgetcorp.com](mailto:hr@widgetcorp.com)**

## **Employment Certificate**

Date: November 6, 2024

To Whom It May Concern,

We hereby certify that Ms. Sarah L. Brown, residing at 456 Elm Street, Yourtown, State, 54321, has been employed with Widget Corp, located at 1234 Industry Road, Techville, Silicon State 67890, since June 1, 2018.

Ms. Brown holds the position of Lead Graphic Designer within our Creative Department, where she has contributed significantly to various high-profile projects and client campaigns. Her dedication and creativity have been vital to our operations.

During her tenure with us, Ms. Brown has maintained a full-time status, working 40 hours per week. Her current annual salary is \$75,000, paid on a bi-weekly basis, plus potential bonuses based on performance and company profitability.

This certificate has been issued at the request of Ms. Brown for the purpose of supporting her personal, financial, and/or legal affairs. We attest to the accuracy of the information provided herein and acknowledge her valuable contribution to our organization.

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Should you require any further information regarding Ms. Brown's employment, please feel free to contact our Human Resources department at [hr@widgetcorp.com](mailto:hr@widgetcorp.com).

**Sincerely,**

**[Digital Signature]**

**Jane Smith**

**Human Resources Manager**

**Widget Corp**

**(123) 456-7890**

**[hr@widgetcorp.com](mailto:hr@widgetcorp.com)**