# Certificate of Employment

*This Certificate of Employment is issued to verify the employment details of the individual named below. It confirms the employee's position, duration of service, and other relevant work information as requested or required for official or personal use.*

|  |  |
| --- | --- |
| **Employee Name** | {name} {surname} |
| **Position** | {position} |
| **Department** | {department} |
| **Employment Type** | {employmentType} |
| **Date of Hire** | {hireDate} |
| **Employment Status** | {employmentStatus} |
| **Monthly Salary** | {monthlySalary} |

{#hasAdditionalDuties}

**Additional Duties:** {additionalDuties}

{/hasAdditionalDuties}

{#hasBonuses}

**Performance Bonuses:** {bonuses}

{/hasBonuses}

{^isStillEmployed}

**Date of Separation:** {separationDate}

**Reason for Leaving:** {reasonForLeaving}

{/isStillEmployed}

The above-named employee has been part of our organization {#isStillEmployed}**since** {hireDate} and is currently employed with us.{/isStillEmployed}{^isStillEmployed}**from** {hireDate} **until** {separationDate}.{/isStillEmployed}

This certificate is issued upon the request of the employee for whatever purpose it may serve.

**Issued By:**

{issuerName}  
{issuerPosition}  
{companyName}

**Date Issued:** {issueDate}