

Employment Verification Statement

Date: June 15, 2024

To Whom It May Concern:

This is to formally verify the employment of the individual whose details are provided below.

Employee Name	Jane Smith
Position/Title	Senior Marketing Specialist
Department	Marketing
Employment Type	Full-time
Date of Employment	March 12, 2020
Current Status	Active

Ms. Jane Smith has been employed at XYZ Corporation since the above-mentioned date and currently holds the position of Senior Marketing Specialist.

If additional information is required, please contact our HR department at hr@xyzcorporation.com.

Sincerely,

Michael Johnson
Human Resources Manager
XYZ Corporation
123 Business Ave, City, State, ZIP

Important Notes:

- This document is issued strictly for the purpose of employment verification.
- Personal salary details are not included unless explicitly requested and authorized.
- Alteration or misuse of this document is strictly prohibited.
- Contact the HR department for any questions regarding the authenticity of this statement.