Employment Verification Letter

xx/xx/20XX

**AIUEO Co., Ltd**

xxxx, xxxx, xxxx city

xxxx Japan

To Whom it May concern,

This letter is to verify that 〇〇〇〇 is employed with

AIUEO Co., Ltd.

〇〇〇〇’s employment details are as follow;

 Employment Type Full Time

 Position Title Sales division manager

 Start Date April 1st, 2004

 Salary / Wage \ x,xxx,xxx- Annnually

If you require additional information, please do not hesitate to contact HR Department of AIUEO Co., Ltd.

 +81 1 234 5678

 xxxxxxxx@xxxxx.ne.jp

Sincerely yours,

〇〇 〇〇

HR manager

AIUEO Co., Ltd