

# Experience Letter Sample for Part Time Employee

Date: [Insert Date]

To Whom It May Concern,

This is to certify that **[Employee Name]** was employed with **[Company Name]** as a **Part-Time [Job Title]** from **[Start Date]** to **[End Date]**.

During their tenure with us, **[Employee Name]** was responsible for:

- [Briefly describe key duties and responsibilities]
- [Highlight any projects or special assignments]
- [Mention major achievements, if any]

**[Employee Name]** has demonstrated excellent skills in **[List relevant skills]** and has consistently displayed a positive work ethic and commitment to assigned tasks. Their ability to adapt, learn quickly, and collaborate with the team has greatly contributed to our organizational goals.

We appreciate **[his/her/their]** dedication and contribution during the period of employment. We wish **[Employee Name]** success in all future professional endeavors.

For any further information, please feel free to contact us.

Sincerely,

**[Your Name]**

**[Your Position]**

**[Company Name]**

**[Contact Information]**