Sample Proof of Employment Letter

**Note: Please put on letterhead**

**(Date)**

TO WHOM IT MAY CONCERN:

This is to certify that **(your** **name)** is employed as a regular full-time social worker with(name of school and school district). **(Your name)** began employment with **(school name)** on (**date)**, and is currently employed.

If you have any questions, just give me a call at (**number)**.

Best wishes,

**Name**

**Position**