



BUSINESS LOGO
logo da empresa

TODAY DATE
data do dia

TO WHOM IT MAY CONCERN

I hereby certify that the person named **YOUR NAME** **seu nome** was employed by our company, Farias Home Improvement, during the period starting from 2012 to 2017

He started in our company at the position of a laborer, but with his/her excellent performance and good abilities, he quickly got officially employed as a full time employee as project Assistant Manager working at least 40 hours per week.

For 4 years of working for us, he demonstrated as a diligent and truthful person. His leadership skills were outstanding and very helpful and highly appraised by our staff. By the time he was leaving, he had been nominated to the position of Manager.

Anyway, all of us wish his the best in his career path and future and would like to thank him for his excellent contribution.

Yours faithfully,

YOUR BOSS SIGNATURE
assinatura do seu chefe

SIGN IN FRONT OF NOTARIE
assinar na frente do notarie

OWNER NAME, BUSINESS NAME AND ADRESESS
nome do dono, empresa, endereco.