CERTIFICATE OF EMPLOYMENT  
FOR RETIRED EMPLOYEES

Date: [Insert Date]

To Whom It May Concern,

This is to certify that **[Employee’s Full Name]**, [Nationality], was employed at **[Company Name]** from **[Start Date]** to **[Retirement Date]**, before retiring from their position. The details of their employment are as follows:

* **Position:** [Job Title, e.g., Senior Manager, Administrative Officer, Technician]
* **Department:** [Department Name]
* **Employment Type:** [Full-Time/Part-Time]
* **Employment Duration:** From [Start Date] to [Retirement Date]
* **Final Salary:** [Monthly/Hourly Rate]

Throughout their [number of years] years of service with our organization, **[Employee’s Full Name]** exhibited dedication, professionalism, and excellence in their role. Their contributions in [mention specific areas, e.g., leadership, project development, team management] were invaluable to our growth and success.

This certificate is issued to honor their retirement and as a formal record of their employment.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**[Authorized Signatory’s Name]**  
[Designation]