

[Your Company Letterhead]

[Date]

[Recipient's Name]

[Recipient's Position]

[Recipient's Company/Organization]

[Recipient's Address]

[City, State, Zip Code]

Subject: Experience Letter for NQF Certification

Dear [Recipient's Name],

This letter serves to confirm that [Employee's Name] was employed at [Company Name] from [Start Date] to [End Date] in the position of [Job Title]. During their time with us, [he/she/they] demonstrated exceptional skills and dedication to [specific tasks or responsibilities related to NQF Certification].

[Employee's Name] was involved in [describe relevant projects, responsibilities, or experiences that relate to the NQF certification]. [He/She/They] contributed significantly to [mention any achievements or outcomes], showcasing a strong understanding of [mention relevant skills or knowledge areas].

We believe that [Employee's Name] possesses the necessary experience and expertise to pursue NQF certification, and we fully support [his/her/their] application. Should you require any further information, please feel free to contact us at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Address]

[City, State, Zip Code]