Date:

Registrar
Khulna University
Khulna

Through: Proper channel.

Subject: For Employment Certificate.

Dear Sir,

I need an Employment Certificate for my own use. My particulars are given below:

1. Appointed to the post of Lecturer on……
2. To The Position of Assistant Professor (fresh/ upgradation) on……
3. To The Position of Associate Professor (fresh/ upgradation) on……
4. To The Position of Professor (fresh/ upgradation) on……
5. Granted Lien from……to……
6. Granted Extraordinary leave from……to……
7. Objective(s)……
8. Any other point/information (if any)……

With thanks,

Name-
Designation-
Discipline-
E-mail-
NID No-
Mobile No-