

Working Reference

TO WHOM IT MAY CONCERN

_____ (Applicant) _____ (Applicants' HKID/Passport

No.) _____ (Applicants' Gender) was employed by

_____ (Company) as a _____ (Position Title) from

_____ (Month/Year) to _____ (Month/Year),

(Relevant Training Experience) from _____ (Month/Year) to

_____ (Month/Year).

If you have any further questions with regard to _____ (Applicant) working

experience, please do not hesitate to call me _____ (a person in charge)

_____ (Name) _____ (Contact Number).

Yours sincerely,

_____ (a person in charge)

Date: _____

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