**Place: Date:**

**To Whomsoever It May Concern**

This is certifying that Mr. **[Employee name]**, has worked as a **Security Guard** at **[Company name]** from **[date]** to **[date]**.

During his service, we found him honest, hardworking, and punctual.

His major work responsibilities are as follows:

1. Ensuring a warm and hospitable environment for the customers.
2. Ensure safe movement of the people within the complex.
3. Monitoring the premises to prevent thefts and property damage.
4. Confronting violators of policy and procedures.
5. Ensuring disciplined movements of visitors.
6. Maintaining visitor logbooks.
7. Ensuring all customers' vehicles are parked in the correct location.

We wish him all the very best in his future endeavours.

For the **“Company name”**,

Authorized Signatory.