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| 在職証明書 | | | | | | | |
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| 氏名 | | | 生年月日 | | | | 性別 |  |
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| 住所 | | | | | | | |  |
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| 雇用期間 | | | | | | | |  |
| 年　　月　　日　〜　　　　　年　　月　　日 | | | | | | | |  |
| 雇用形態 | | | 勤務時間 | | | | |  |
|  | | |  | | | | |  |
| 職種 | | | 役職 | | | | |  |
|  | | |  | | | | |  |
| 業務内容 | | | | | | | |  |
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|  |
| 勤務場所 | | | | | | | |  |
| （所在地） | | | | | | （連絡先） | |  |
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| 上記の通り、在職していることを証明致します。 | | | | | | | |  |
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| 年　　月　　日 | | | | | | | |  |
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|  |  |  | 会社名 | | | | |  |
|  |  |  | 所在地 | | | | |  |
|  |  |  |  |
|  |  |  | 代表者 | | | | |  |