Date: \_\_\_\_\_\_\_\_\_\_\_\_\_  
  
To Whom it May Concern  
  
This is to certify that Mr. Amrit Pal Singh is currently employed with Edelweiss Financial Services in Mumbai, India.

Details of his employment are given below:

Designation: Assistant Manager  
Date of Joining: 01/04/2019  
Employee ID: 32995  
Type of Employment: Permanent  
Hours of Work/Week: 45  
Annual Salary: 960000

Duties and responsibilities handled by Amrit are as follows:

* Engage with stakeholders to gather and translate business requirements into BRDs that includes Functional Specifications, business cases, user stories, workflow, data flow diagrams and delivery timelines.
* Perform data validation and unit testing of critical components to ensure data integrity.
* Provide guidance and support team in functional understanding and technical implementation.
* Conduct research and analyse data, create automated reports and visualizations to provide actionable insights.
* Establish data mining, data wrangling processes to clean, combine and create single source of data.
* Monitor progress against project deliverables, ensure functional areas are meeting their commitments on a timely basis, and update project plans to reflect changes throughout the project life cycle.
* Produce complete, accurate and clear documentations of projects.
* Managed Tableau Server installations, configuration, license administration, user provisioning & security, upgrades and migrations.
* Engage with teams and clients to assess existing systems, identify processes & procedures that are repetitive, tedious & inefficient and architect solutions that streamline, accelerate & automate.

If you have any questions, please feel free to contact us.  
  
For (Company Name)  
  
  
<Signature of the Referee> <Company Seal>  
<Name & Designation of the Referee>  
<Contact No. and Email of the Referee>