

**Key Personnel's Certificate of Employment**

\_\_\_\_\_  
**(date)**

**DR. FERNANDO C. SANCHEZ, JR.**  
Chancellor  
UP Los Baños, College  
Laguna

Dear Sir / Madam:

I am \_\_\_\_\_ a Licensed \_\_\_\_\_ Engineer with Professional  
Licensed No. \_\_\_\_\_ issued on \_\_\_\_\_ at \_\_\_\_\_.

I hereby certify that \_\_\_\_\_ has engaged my services as  
\_\_\_\_\_ for \_\_\_\_\_.

As \_\_\_\_\_, I supervised the following completed projects (similar to the  
contract under bidding):

<u>NAME OF PROJECT</u>	<u>OWNER</u>	<u>COST</u>	<u>DATE COMPLETED</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

At present, I am supervising the following projects:

<u>NAME OF PROJECT</u>	<u>OWNER</u>	<u>COST</u>	<u>DATE COMPLETED</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

In case of my separation for any reason whatsoever from the above-mentioned Contractor, I shall notify  
the \_\_\_\_\_ at least twenty-one (21) days before the effective date of my separation.

As \_\_\_\_\_, I know I will have to stay in the job site all the time to supervise and  
manage the Contract works to the best of my ability, and aware that I am authorized to handle only one (1)  
contract at a time.

*One of the requirements from the bidder to be included in its Technical Envelope is a list of contractor's key  
personnel (viz., Project Manager, Project Engineers, Materials Engineers, and Foreman), to be assigned to the  
contract to be bid, with their complete qualification and experience data (including the key personnel's signed  
written commitment to work for the project once awarded the contract).*

I do not allow the use of my name for the purpose of enabling the above-mentioned Contractor to qualify for the Contract without any firm commitment on my part to assume the post of \_\_\_\_\_ therefore, if the contract is awarded to him since I understand that to do so will be a sufficient ground for my disqualification as \_\_\_\_\_ in any future \_\_\_\_\_ bidding or employment with any Contractor doing business with the \_\_\_\_\_.

(Signature over printed name of Professional)

**DRY SEAL OF PROFESSIONAL (if applicable)**

Republic of the Philippines )  
\_\_\_\_\_ ) S.S

SUBSCRIBED AND SWORN TO before me this \_\_\_\_ day of \_\_\_\_\_ 20\_\_ affiant exhibiting to me his Government Issued Identification (GIID) \_\_\_\_\_ issued on \_\_\_\_\_ at \_\_\_\_\_.

Notary Public  
Until December 31, 20\_\_

Doc. No. \_\_\_\_\_;  
Page No. \_\_\_\_\_;  
Book No. \_\_\_\_\_;  
Series of \_\_\_\_\_;

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