

Technical Experience

Sample letter for Technical Supervisor Qualification Evidence

Company letterhead
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Dd/mm/yy
(needs to be current)

Dear licensing team,

Jo Sparks worked with employer details for approximately years/months starting in year they began working with company.

Within this time they were involved in the following projects:

*Completion of new housing estate.
Shopping centre upgrade
Development of apartment complex
List all other projects*

And they completed the following works:

Please provide examples of electrical wiring and installation work experience, the work must be hands on in nature and not just in a supervisory role, some examples provided below:

*General Electrical installation and fit out/off in domestic or industrial setting.
Installation of lighting, power, data, communication and security.
Installation of mains and sub mains cabling
Fit off including main and distribution switchboards.
Competently repair and maintain electrical systems and equipment in domestic, commercial or industrial settings
HV & LV cable installation
Conduit work
Interpretation and understanding of electrical wiring/drawings
Termination & insulation resistance testing of installed cables*

The work was conducted (needs to be after 2007) and I can confirm that (insert name here) is competent in the electrical field completing electrical installation work as required.

Regards,

Electrician
Signature

Licence/REC number