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**SKYWAY<sup>®</sup>**  
**COMPUTER EDUCATION**



**ISO 9001**  
CERTIFIED



Ref. No. SW-2021-EL2

Dated: 15-01-2022

### To Whom It May Concern

This is to mention that **Balraj Singh S/o S. Jagraj Singh, Village Talwandi Bhangarian Tehsil/Distt. Moga** had been working full time in our Institute for as an **Accountant Since 1<sup>st</sup> October 2021 to Till date.**

He was performing following duties:-

1. To maintain the records of income including fees.
2. To maintain the records of salaries of teachers.
3. To maintain the records of office expenses and all type of bills
4. To maintain the records of other maintenance expenses like fuel, repair of computers, generators, air conditioners etc.

He is very hardworking, punctual and ambitious person. We have noticed his drastic improvement in these years, and we hope he will continue growing in his career.

I wish all the best for his future.

Regards.

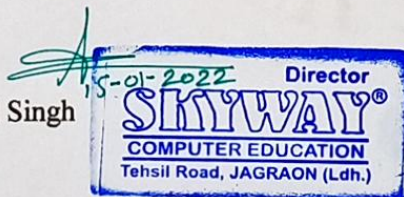
Arshdeep pal Singh

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