



December 31, 2024

Paydirt Pete
Graphic Design Intern

Dear Mr. Pete,

This letter is to serve as proof of employment at The University of Texas at El Paso, as a *Graphic Design Intern* with the *University Career Center*.

Your appointment will begin on *January 1, 2024 through May 17, 2024* at an hourly rate of **\$18 for 19 hours per week**.

If you have any questions, you may reach me at (915) 747-5000.

Sincerely,

Supervisor Name
Internship Manager
University Career Center