



**THE HERO**  
**PUBLIC SCHOOL**  
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Wisdom  
Knowledge  
Growth

Ref no. 235/ 2023 -2024

Dated: June 22, 2023

### To whom soever it may concern

This is to confirm that **Manjeet Kaur** D/o Mr. **Balwinder Singh**, Address Killi Bodla, District Ferozepur Pin Code 142044, is employee as **Lab Attendent** with 'The Hero Public School' Makhu, Since January 03, 2022, till May 27, 2023. Her role primarily included:

1. Planning and organizing lab activities and protocols aligned with the curriculum.
2. Demonstrating proper techniques, safety protocols, and equipment usage to students.
3. Assisting students in conducting practice, guiding them through the process.
4. Providing individualized support to students, addressing their questions and concerns.
5. Assessing and evaluating students' workshop and assignments.
6. Maintaining lab equipment, ensuring their proper functioning and safety standards.
7. Collaborating with fellow teachers to integrate lab activities into the overall curriculum.
8. Participating in professional development activities to enhance teaching and technical skills.

During her tenure she has been very regular and dedicated towards her work. She will prove herself as an asset for any organization or institution she joins in the future.

Regards,

**Place:** "The Hero Public School  
NH-54 Amritsar- Bathinda road, Makhu  
Distt: Ferozepur (Punjab) Pin- 142044"

