Cashier experience letter

Editable sample letter: replace the details with your own records before signing

Letter reference: [Reference]
Issue date: [Issue date]
Employer: [Company]
Employee: [Employee Name]
Employee ID: [Employee ID]
Workplace: [Workplace]
To whom it may concern,
This is to certify that [Employee Name] worked as [Designation] from [Start date] to [End date] at the [Workplace].
Recorded duties included operating an assigned till, issuing receipts for the payments the till recorded, counting the float at the start and end of the shift, and reporting a till difference to the store supervisor the same day. The employee did not set prices, approve refunds above the store limit, or prepare the shop's accounts.
For [Company]
Authorised issuer: [store supervisor or HR]
Verification contact: [approved employer contact]
Employer address: [actual store address]
Authorised signature and stamp if used: _____