UAE warehouse picker experience letter

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

Employer: [Company]
Emirate: [Emirate]
Trade licence: [Trade licence number]
Employee: [Employee Name]
Emirates ID: [Emirates ID]
Designation: [Designation]
Shift: day shift, the one this site already rostered for pickers
Dates: [Start date] to [End date]
To whom it may concern,
This is to certify that The file shows that [Employee Name] worked as [Designation] on the dates above. The duties the file supports are scanning a pick list, picking the units that list named, and staging the carton for the checker who signed the lane sheet.
The employee did not supervise a shift, did not approve stock adjustments, and did not drive a forklift unless a separate licence says so. This letter does not state that licence.
Salary is not stated. The letter does not grant a visa and does not replace an Emirates ID.
For [Company]
Authorised signatory and stamp: [warehouse supervisor]