**[Company name]**

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# Retail store staff rota

Weekly rota - shop floor, tills and stockroom covered.

**Week starting:** _____

**Prepared by:** _____

Roles used on this rota: Sales assistant, Cashier, Supervisor, Stockroom assistant.

## Rota

| Day | Staff member | Start | Finish | Role / station | Notes |
|---|---|---|---|---|---|
| Monday | | | | | |
| Tuesday | | | | | |
| Wednesday | | | | | |
| Thursday | | | | | |
| Friday | | | | | |
| Saturday | | | | | |
| Sunday | | | | | |

## Sign-off

**Prepared by:** _____ **Approved by:** _____ **Date:** _____