

****TJ Maxx Employment Letter Style Guide****

****[TJ Maxx Logo]****

****[Date]****

****[Employee's Name]****

****[Employee's Address]****

****[City, State, Zip Code]****

Dear [Employee's Name],

We are pleased to confirm your employment with TJ Maxx as [Job Title].

This letter serves to outline the terms and conditions of your employment and to welcome you to our team.

****Position:****

[Job Title]

****Start Date:****

[Start Date]

****Compensation:****

Your starting salary will be [Salary Amount] per [hour/week/year], payable in accordance with TJ Maxx's standard payroll schedule.

****Work Schedule:****

Your scheduled hours will be [Days/Hours].

****Benefits:****

As a valued member of our team, you will be eligible for our benefits package, including [list relevant benefits, e.g., health insurance, retirement plans, employee discounts].

We look forward to your contributions at TJ Maxx and are excited to have you on board.

Sincerely,

****[Your Name]****

****[Your Title]****

****TJ Maxx****

****[Contact Information]****

****Note:**** Replace placeholders with relevant information before sending the letter.