|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Day | Date | | Shift Start | Shift End | Total Hours Worked | Authorised  Signature |  |
| Sun |  | |  |  |  |  |  |
| Mon |  | |  |  |  |  |  |
| Tue |  | |  |  |  |  |  |
| Wed |  | |  |  |  |  |  |
| Thurs |  | |  |  |  |  |  |
| Fri |  | |  |  |  |  |  |
| Sat |  | |  |  |  |  |  |
| **Employee’s Signature:** | | | | |  | Weekly Total |  |
| Sun |  | |  |  |  |  |  |
| Mon |  | |  |  |  |  |  |
| Tue |  | |  |  |  |  |  |
| Wed |  | |  |  |  |  |  |
| Thurs |  | |  |  |  |  |  |
| Fri |  | |  |  |  |  |  |
| Sat |  | |  |  |  |  |  |
| **Employee’s Signature:** | | | | |  | Weekly Total |  |
| Sun |  | |  |  |  |  |  |
| Mon |  | |  |  |  |  |  |
| Tue |  | |  |  |  |  |  |
| Wed |  | |  |  |  |  |  |
| Thurs |  | |  |  |  |  |  |
| Fri |  | |  |  |  |  |  |
| Sat |  | |  |  |  |  |  |
| **Employee’s Signature:** | | | | |  | Weekly Total |  |
| Sun | |  |  |  |  |  |  |
| Mon | |  |  |  |  |  |  |
| Tue | |  |  |  |  |  |  |
| Wed | |  |  |  |  |  |  |
| Thurs | |  |  |  |  |  |  |
| Fri | |  |  |  |  |  |  |
| Sat | |  |  |  |  |  |  |
| **Employee’s Signature:** | | | | |  | Weekly Total |  |

Approved By: