

Work Schedule

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New Item

Week 1		Employee	Manager	Start time	Finish time	Morning Role	Afternoon Role	Regular wor...	Time ...	Reason	Hours work...	Hourly rate	Pay per day
	Monday	HC		09:00 AM	05:00 PM	Back Office	Admin	8 hours	4 hours	Medical r...	4 hours	\$45	\$180
	Tuesday	HC		09:00 AM	05:00 PM	Back Office	Back Office	8 hours			8 hours	\$45	\$360
	Wednesday	HC		09:00 AM	05:00 AM	Front Office	Front Office	8 hours			8 hours	\$45	\$360
	Thursday	HC		09:00 AM	05:00 AM	Admin	Back Office	8 hours	2 hours	Unexplain...	6 hours	\$45	\$270
	Friday	HC		09:00 AM	05:00 PM	Kitchen	Back Office	8 hours			8 hours	\$45	\$360
+ Add Item													
		HC						40 hours sum	6 hours sum		34 hours sum	\$225 sum	\$1,530 sum

Week 2		Employee	Manager	Start time	Finish time	Morning Role	Afternoon Role	Regular wor...	Time ...	Reason	Hours work...	Hourly rate	Pay per day
	Monday	HC		09:00 AM	05:00 PM	Admin	Front Office	8 hours			8 hours	\$45	\$360
	Tuesday	HC		09:00 AM	05:00 PM	Front Office	Manager training	8 hours			8 hours	\$45	\$360