Weekly Timesheet

Pay Period Start Date _____

Pay Period End Date _____

Employee Name _____ Skillset _____

Facility Name _____ Management Company Northwest Staffing Network

Weekday	Unit	Date	Clock-In	Lunch Out	Lunch In	Clock-Out	Regular Hours	Overtime Hours	Charge Hours
Sunday									
Monday									
Tuesday									
Wednesday									
Thursday									
Friday									
Saturday									

	Call Hours		On Call		Total On Call	Call Back			Total Call Back	
Weekday	Unit	Date	Clock-In	Clock-Out		Date	Clock-In	Clock-Out		Call Back Reason
Sunday										
Monday										
Tuesday										
Wednesday										
Thursday										
Friday										
Saturday										

Employee Signature _____ Date _____

Employee Printed Name _____ Date _____

Supervisor Signature _____ Date _____

Supervisor Printed Name _____ Date _____

Note: By signing this timesheet, Talent confirms that it accurately reflects all time worked.

Email timesheets to: ap@northweststaffingnetwork.com due immediately following last shift of the work week.