ADVANTAGE HCS TIME SHEET

Work is Hectic, Getting Help Doesn’t Have to be WEEK OF

P.O. Box 80126

Midland, Texas 79708

Phone: 432-466-1994

|  |  |
| --- | --- |
| EMPLOYEE NAME: | TITLE: |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **DATE** | **START TIME** | **END TIME** | **START TIME** | **END TIME** | **On**  **Call**  **Hours** | **On**  **Call**  **Tasks time** | **TOTAL HOURS** |
| Sunday |  |  |  |  |  |  |  |  |
| Monday |  |  |  |  |  |  |  |  |
| Tuesday |  |  |  |  |  |  |  |  |
| Wednesday |  |  |  |  |  |  |  |  |
| Thursday |  |  |  |  |  |  |  |  |
| Friday |  |  |  |  |  |  |  |  |
| Saturday |  |  |  |  |  |  |  |  |
| Totals |  |  |  |  |  |  |  |  |
| Weekly Totals |  |  |  |  |  |  |  |  |

|  |  |
| --- | --- |
| EMPLOYEE SIGNATURE: | DATE: |
| SUPERVISOR SIGNATURE: | DATE: |

Each employee is responsible for time sheet submittal. Advantage work week is Sunday through Saturday; Payday is on Friday. **Send Timesheets to** [**Timesheet@advantagehcs.com**](mailto:Timesheet@advantagehcs.com)**, give facility a copy and keep a copy for yourself at the end of the work week.**