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SHIFT SCHEDULE TEMPLATE

STARTING WEEK OF

F	Front Desk	MN	Maintenance	P	Prep		
M	Manager	F	Front Desk	LC	Line Cook		
A	Assistant Manager	C	Chef	V	Valet		

	EMPLOYEE NAME	EARLY MORNING												TOTAL HOURS PER SHIFT
		12:00 AM	12:30 AM	1:00 AM	1:30 AM	2:00 AM	2:30 AM	3:00 AM	3:30 AM	4:00 AM	4:30 AM	5:00 AM	5:30 AM	
MONDAY														
TUESDAY														
WEDNESDAY														
THURSDAY														
FRIDAY														
SATURDAY														
SUNDAY														

STARTING WEEK OF

F	Front Desk	MN	Maintenance	P	Prep		
M	Manager	F	Front Desk	LC	Line Cook		
A	Assistant Manager	C	Chef	V	Valet		

	EMPLOYEE NAME	MID TO LATE MORNING												TOTAL HOURS PER SHIFT
		6:00 AM	6:30 AM	7:00 AM	7:30 AM	8:00 AM	8:30 AM	9:00 AM	9:30 AM	10:00 AM	10:30 AM	11:00 AM	11:30 AM	
MONDAY														
TUESDAY														
WEDNESDAY														
THURSDAY														
FRIDAY														
SATURDAY														
SUNDAY														

STARTING WEEK OF

F	Front Desk	MN	Maintenance	P	Prep		
M	Manager	F	Front Desk	LC	Line Cook		
A	Assistant Manager	C	Chef	V	Valet		

	EMPLOYEE NAME	AFTERNOON												TOTAL HOURS PER SHIFT
		12:00 PM	12:30 PM	1:00 PM	1:30 PM	2:00 PM	2:30 PM	3:00 PM	3:30 PM	4:00 PM	4:30 PM	5:00 PM	5:30 PM	
MONDAY														
TUESDAY														
WEDNESDAY														
THURSDAY														
FRIDAY														
SATURDAY														
SUNDAY														

STARTING WEEK OF

F	Front Desk	MN	Maintenance	P	Prep		
M	Manager	F	Front Desk	LC	Line Cook		
A	Assistant Manager	C	Chef	V	Valet		

	EMPLOYEE NAME	EVENING												TOTAL HOURS PER SHIFT
		6:00 PM	6:30 PM	7:00 PM	7:30 PM	8:00 PM	8:30 PM	9:00 PM	9:30 PM	10:00 PM	10:30 PM	11:00 PM	11:30 PM	
MONDAY														
TUESDAY														
WEDNESDAY														
THURSDAY														
FRIDAY														
SATURDAY														
SUNDAY														

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