

ID NUMBER  NAME  WEEK ENDING  dd/mm/yyyy

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	
ALL HOURS								
								TOTAL

1300	Admin								
1320	Ski School								
1330	Horse Hill								
1338	Chalet								
1350	Central								
1355	Altitude								
1360	Freeride								
1370	Mansfield								
1380	Tuneshop								
1390	Warehouse								
1395	Uniform Shop								

1054	Ticketing - Admin								
1050	Ticketing - Saleyards								
1055	Ticketing - Horsehill								


Daily Total									TOTAL HOURS
Sign Off									

Signature of Team Member

Signature of Manager / Supervisor

***PAYROLL USE ONLY***		

Please use the following codes for training

1301 Training - ADMIN	1321 Training - SKI SCHOOL	1331 Training - HORSEHILL
1339 Training - CHALET	1351 Training - CENTRAL	1361 Training - FREERIDE
1371 Training - MANSFIELD	1381 Training - WORKSHOP	1356 Training - ALTITUDE
1052 Training - TICKETING		