Robrand
PROJECT SUPPORT SERVICES
ABN: 37 249 627 622

FINAL CLEAN SPECIALISTS
271 Wyampa Rd
Bald Hills Q. 4036
Ph: 3261 3775
EMAIL: tammy@robrand.net.au

EMPLOYEE WORK RECORD

PAY WEEK RUNS MON-SUN

FIRST NAME: _____

SURNAME: _____

WEEK FROM: _____ **TO:** _____

WEEKLY WORK RECORD TO BE EMAILED, FAXED OR HANDED-IN NO LATER THAN 8AM MONDAY, OR YOU WILL MISS THE PAY RUN FOR THAT WEEK. NO EXCEPTIONS.

DATE	CLIENT	PROJECT	START	FINISH	HOURS	EXPENSES	COMMENTS

PLEASE ONLY PHONE YOUR WORK RECORD IN AS A LAST RESORT. PLEASE EMAIL, FAX OR PHYSICALLY HAND IN YOUR TIME SHEETS.