



#310 - 111 W. Hastings St, Vancouver BC V6B 1H4
 Phone: 604-692-0781 Fax: 604-692-0780
 Email: timesheets@embersvancouver.com

EMPLOYEE NAME:	
PO#:	TICKET#:

COMPANY NAME:		SUPERVISOR NAME:	
JOB SITE ADDRESS:		CONTACT NUMBER:	

START TIME:	WOULD YOU LIKE THIS WORKER YES <input type="checkbox"/> TO RETURN TOMORROW? NO <input type="checkbox"/>	SUPERVISOR'S SIGNATURE: (SIGN AT THE END OF THE WEEK OR ASSIGNMENT)
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DATE (MM/DD)									
DAY OF THE WEEK	SUN	MON	TUE	WED	THU	FRI	SAT	TOTALS	
POSITION <small> GL: General Labour SL: Skilled Labour CARP: Carpenter CH: Carpenter Helper TCP: Traffic Control CSO: Safety Officer OFA: First Aid HO: Hoist Operator FORK: Forklift Operator </small>									
REGULAR HOURS (EXCLUDING LUNCH)									
OVERTIME HOURS									
SUPERVISOR'S INITIALS									

THERE IS A MINIMUM OF 4 HOURS BILLABLE PER DAY - PLEASE MAKE SURE THIS TIMESHEET IS SIGNED AND GIVEN BACK TO THE EMPLOYEE

Notes: Timesheets must be received by the EMBERS Staffing Solutions office by noon on Tuesday. Pay cheques will be issued the following Friday and available for pickup between 1pm and 6pm. Overtime will be paid at 1.5 times the regular hourly bill rate for working over 8 hours in a day or 40 hours on a weekly ticket, or at 2 times the regular hourly bill rate for working over 12 hours in a day.

White - Jobsite Copy

Yellow - EMBERS Copy

Pink - Employee Copy