SF190040

SKILLFORCE
OUR REPUTATION IS BUILDING

Week Ending ____ / ____ / ____

Office: 1.866.581.8989
Fax: 1.866.581.1644
Fax: 1.410.335.9888
E-Mail: timecard@skillforce.com

ALL TIMECARDS DUE BY 5 P.M. SUNDAY FOR PREVIOUS WEEK

Date	Time In	Lunch Out	Lunch In	Time Out	Supervisors Initials	Regular Hours	Overtime Hours
Monday							
Tuesday							
Wednesday							
Thursday							
Friday							
Saturday							
Sunday							
					Total Hours		

Employee Name _____

Contractor _____

Jobsite Name _____

Jobsite Address _____

City _____ State ____ Zip _____

Employee Performance Rating (supervisor circle one): 1 2 3 4 5 6 7 8 9 10

SUPERVISOR'S SIGNATURE REQUIRED _____

Additional Comments _____

Job# (Office Use Only)

Skillforce (White Copy) • Customer (Yellow Copy) • Employee (Pink Copy)