



STAFFING
INDUSTRIAL
EXECUTIVE RECRUITMENT
SOUTHSIDE

TIMESHEET

Level 2, 68 St. Georges Terrace
Perth WA 6000
PO Box Z5284 Perth WA 6831
Tel: 9327 5444
Fax: 9321 6510
timesheet@integritystaffing.net.au

Week Ending						Office Use		
Date	Day	Start	Finish	Less Lunch	Total	Normal Hours	T/Half	D/Time
	Mon							
	Tues							
	Wed							
	Thurs							
	Fri							
	Sat							
	Sun							

Total Hours(to nearest 1/4 hour) **for the week**

Employee Certification

I have worked the above hours and no injuries were sustained.

Employee Signature:

Note: Wages will not be paid until a timesheet has been signed by you and the client.
When a public holiday falls on a Friday or a Monday, wages will be processed a day later than normal.

NEW START

Y N

SITE INDUCTION

Y N

Employee

Mr/Mrs

Position

Reporting to:

Contact:

Client
Company

Department

Address

Client Authorisation

- The hours stated are correct and work performed in a satisfactory manner.
- Company workshr week

Client Signature:

- No injuries occurred during this period

Client Signature:

NOTE: Temporary staff are supplied in accordance with Integrity Group's Terms of Business. Should you employ an Integrity Group Temporary assigned currently or in the previous 180 days, a permanent placement fee is payable unless otherwise negotiated. A reduced fee scale applies after long assignments. Direct re-employment as a Temporary attracts a temporary fee.