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| **Weekly Employee Schedule** |

**Department:** **Week of:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Employee Name | Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| Jane Doe | - | 9am - 5pm | - | 9am - 5pm | - | 9am - 5pm |  |
| Brandon Smith | 8am - 4pm | - | 8am - 4pm | - | 9am - 5pm | - |  |
| Barbara Clooney | - | 5pm - 9pm | - | - | 5pm - 9pm | - |  |
|  |  |  |  |  |  |  |  |
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| **Manager Contact** |
| Mike Jones – General Manager |
| Phone: (555)-555-1234 |