



TEMPORARY STAFF TIMESHEET

SOUTH AUSTRALIA

Early Childhood Education

ABN 97 007 895 703

Name (print) **Mr/Mrs/Miss/Ms.** **EMPL code**

Centre/Organisation

Address (where worked)

Position title

Week ending Wednesday

Day	Date	Start time	Finish time	Meal breaks	Hours worked	Room number
Thursday						
Friday						
Saturday						
Sunday						
Monday						
Tuesday						
Wednesday						
Total hours (excluding) meal breaks						

Copy of completed timesheet:

emailed to sarah.sheppard@mcARTHUR.com.au faxed to (08) 8215 0200

Important information for clients

Before signing:

- Please check all details and note that once approved, no further claims will be recognised by M^cArthur.
- Please refer to M^cArthur Terms and Conditions, in particular:

Our Terms for Temporary / Contract Staff Accounts - Net 7 Days

It is hereby agreed that transfer or acquisition of a member of our temporary staff within six months of final day of employment incurs a placement fee of 14% of the engaged annual salary.

I hereby certify that I did not suffer any injury during the above term of employment and stated hours are correct

Signature of temporary

I hereby certify that the above hours and staff details are correct

Signature of client

Name of client signatory (please print)

Position title

www.mcarthur.com.au

Level 12, 101 Grenfell St. Adelaide, 5000 SA Telephone: (08) 8100 7000

Melbourne • Sydney • Canberra • Brisbane • Adelaide