



Douglas College

BCGEU PART-TIME WORK SCHEDULE

EFFECTIVE DATE: _____

NAME: _____
(please print)

BANNER ID: _____
(required)

Weeks 1 & 2 of cycle (must correspond with bi-weekly pay periods)		
		Hours worked
Week 1	Sunday	
	Monday	
	Tuesday	
	Wednesday	
	Thursday	
	Friday	
	Saturday	
Week 2	Sunday	
	Monday	
	Tuesday	
	Wednesday	
	Thursday	
	Friday	
	Saturday	
TOTAL HOURS in 2 weeks		

Please return this schedule to the Payroll Department

Approved by: _____ Date: _____

Please Print: _____