



STAFFING OFFICE

Availability Sheet

PLEASE PRINT

NAME _____ POSITION _____ HOME UNIT _____

MONTH: _____ YEAR _____

WK #1

MONDAY Date:	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY

WK #2

MONDAY Date:	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY

WK #3

MONDAY Date:	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY

WK #4

MONDAY Date:	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY

Enter Availability using the following Key:
AV - All Shifts
D - Days Only
E - Evenings Only
N - Nights Only
N/A - Not Available

Comments:

Please put any pertinent information for the Staffing Office here

Shifts are covered in Seniority Order by Availability

Please fax to STAFFING OFFICE - # 4865 or 705-330-3215