

RES HOURLY TIME CARD

EMPLOYEE: Jared Park
EMPLOYEE ID: 012288460
PAY PERIOD: August 2012
(MONTH & YEAR)

FUND: 19900-24439

ACTUAL HOURS WORKED

(recorded to the nearest quarter hour)

DAY	MON	TUES	WED	THUR	FRI	SAT	SUN
DATE			8/1	8/2	8/3	8/4	8/5
HOURS WORKED				1.00			
DATE	8/6	8/7	8/8	8/9	8/10	8/11	8/12
HOURS WORKED				2.00			
DATE	8/13	8/14	8/15	8/16	8/17	8/18	8/19
HOURS WORKED							
DATE	8/20	8/21	8/22	8/23	8/24	8/25	8/26
HOURS WORKED		2.00	3.00		1.50		
DATE	8/27	8/28	8/29	8/30	8/31		
HOURS WORKED	1.00	-	1.00		1.00		
DATE							
HOURS WORKED							

Weekly Totals:

1.00

2.00

-

6.50

3.00

-

TOTAL WORKING HOURS IN MONTH: 184

DUE DATE: TBA

PAY DATE: Sep 7, 2012

12.50

For Office Use:
Employee Signature: _____

Email: jaredpark@berkeley.edu
Date _____

P.I./Supervisor Signature: _____

Print Name: Michael Reich
Date _____

Employee and P.I./Supervisor signatures are REQUIRED.
Please submit approved time cards in ONE of the following ways:

- 1) Scan/Email to respayroll@berkeley.edu (please indicate Dept/Research Unit in subject line)
- 2) Fax: 510-643-4734
- 3) Physical drop-off location or Intercampus Mail - 206 Stanley Hall (Mail code 3220)
OR 2150 Shattuck Ave, 10th Floor (Mail code 1295)