

RES HOURLY TIME CARD

EMPLOYEE: Jared Park

EMPLOYEE ID: 012288460

PAY PERIOD: December 2012
(MONTH & YEAR)

FUND: 19900-24439

ACTUAL HOURS WORKED

(recorded to the nearest quarter hour)

DAY	MON	TUES	WED	THUR	FRI	SAT	SUN
DATE						12/1	12/2
HOURS WORKED						3.00	3.25
DATE	12/3	12/4	12/5	12/6	12/7	12/8	12/9
HOURS WORKED					2.25		
DATE	12/10	12/11	12/12	12/13	12/14	12/15	12/16
HOURS WORKED				2.00		2.75	3.50
DATE	12/17	12/18	12/19	12/20	12/21	12/22	12/23
HOURS WORKED						3.00	3.25
DATE	12/24	12/25	12/26	12/27	12/28	12/29	12/30
HOURS WORKED	HOLIDAY	HOLIDAY				3.50	4.50
DATE	12/31						
HOURS WORKED	HOLIDAY						

Weekly Totals:

6.25

2.25

8.25

6.25

8.00

-

TOTAL WORKING HOURS IN MONTH: 144

DUE DATE: TBA

PAY DATE: Jan 8, 2013

31.00

For Office Use:

Employee Signature:

jaredpark@berkeley.edu

Date

P.I./Supervisor Signature:

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)