



# Weekly Timesheet Log

SALES DEPARTMENT – WEEK ENDING JULY 12, 2025  
KULDEEP KUMAR SHARMA

## Weekly Timesheet Log – Sales Department

Week Ending 21 July 2025

Employee ID	Name	Hours Spent					Total Hours	Overtime Hours
		Mon	Tue	Wed	Thu	Fri		
E001	Jane Smith	8	8	7	8	6	37	0
E002	Michael Brown	9	9	8	10	8	44	4
E003	Sarah Lee	7	6	8	7	0	28	0
E004	Raj Patel	8	8	8	8	8	40	0
E005	Lisa Nguyen	8	8	8	10.5	7	41.5	1.5
E006	Priya Sharma	8	7	19	9	7	50	10
E007	Rohan Gupta	9	6	8	6	9	38	0
E008	Aarti Singh	7	8.5	9	10	8	42.5	2.5
E009	Vivek Kumar	8	9	7	8	8	40	0
E010	Neha Patel	8	7	9	7	9	40	0
Total Hours Spent This Week:							421.5	29

### Comments:

- E003 (Sarah Lee) was on leave Friday, July 11, 2025.
- E002, E005, E006 and E008 exceeded 40 hours; verify overtime eligibility with HR.
- Review scheduling for next week to balance workloads.