




Time Sheet

Employee Name: Jonathan train**Employee Role:** QA manager

Date	Activity	Start Time	End Time	Total Hours
4/06/18	sales presentation prep	10am	1pm	3
4/06/18	sales presentation	1pm	2pm	1
4/06/18	Team meeting	2pm	3pm	1
4/06/18	QA	3pm	6pm	3
5/06/18	Supervision meeting	12pm	12:10pm	0.15
5/06/18	testing/documents	12:30	4	3.5
5/06/18	QA	5pm	6pm	1
5/06/18	QA	8pm	12am	4
06/05/18	QA	10:30am	10:30pm	12
TOTALS:				43.5

I certify that these hours are a true and accurate record of all time worked during the pay period.

Employee Signature **Date:** 7/4/18**Project Manager Signature:** 
Date: 7/4/2018