



Heyshift | 8-Hour Shift Schedule Template

Shift scheduling built for USA teams.

Week of: _____ Location / Site: _____ Schedule Manager: _____

<https://heyshift.io/templates/8-hour-shift-schedule-template>

Employee	Department	Shift	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Hours	OT	Notes
Maria Santos	Front End	Morning	Day	Day	Day	Off	Day	Day	Off	32	0	J. Reed · Cross-trained sel...
Derek Kim	Fulfillment	Afternoon	Eve	Eve	Off	Eve	Eve	Eve	Off	32	0	S. Patel · Forklift certifi...
Priya Nair	Med-Surg	Night	Night	Night	Off	Night	Night	Night	Off	32	0	M. Torres · Night float bac...
Chris Lopez	Front Desk	Rotating	Day	Eve	Off	Day	Eve	Day	Off	32	0	L. Nguyen · Weekend rotatio...
Tamika Wright	Support	Morning	Day	Day	Day	Day	Day	Off	Off	40	0	R. Kim · Tier 2 escalation ...
Omar Hassan	Production	Rotating	Day	Day	Eve	Off	Night	Night	Off	32	4	P. Diaz · OT approved Sat-S...