



Heyshift | Employee Schedule Template

Shift scheduling built for USA teams.

Week of: _____ Location: _____ Manager: _____

<https://heyshift.io/templates/employee-schedule-template>

Employee	Department	Location	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Hours	Notes
Alex Rivera	Front of House	Main Street	Day	Day	Off	Eve	Day	Day	Off	32	Cross-trained for register
Jordan Lee	Kitchen	Main Street	Day	Day	Day	Off	Day	8a-4p	8a-4p	40	Prep lead on weekends
Sam Patel	Delivery	Warehouse	Off	Day	Day	Day	Day	Day	Off	32	Verify route list before pu...