



Working together to build a better future

QF222	EMPLOYEE ROSTER AVAILABILITY and UNAVAILABILITY
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EMPLOYEE CONTACT DETAILS

Name	
Mobile Number	

ROSTER TEMPLATE (Please tick in the boxes the shifts you are available to work. Please also write in any shifts you are permanently rostered on for with an EL customer i.e. fill in each box with the customer's name &/or client number)

WEEK 1							
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
7am - 8am							
8am - 9am							
9am - 10am							
10am - 11am							
11am - 12pm							
12pm - 1pm							
1pm - 2pm							
2pm - 3pm							
3pm - 4pm							
4pm - 5pm							
5pm - 6pm							
6pm - 7pm							
7pm - 8pm							
8pm - 9pm							
9pm - 10pm							
10pm - 11pm							
11pm - 12pm							
Overnight							
WEEK 2							
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday



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7am - 8am							
8am - 9am							
9am - 10am							
10am - 11am							
11am - 12pm							
12pm - 1pm							
1pm - 2pm							
2pm - 3pm							
3pm - 4pm							
4pm - 5pm							
5pm - 6pm							
6pm - 7pm							
7pm - 8pm							
8pm - 9pm							
9pm - 10pm							
10pm - 11pm							
11pm - 12pm							
Overnight							

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UNAVAILABILITY (To be completed if you have any other regular shifts with another organisation, regular appointments or do not want to work certain shifts. Please place a cross in any box where YOU CANNOT WORK)

	WEEK 1						
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
7am - 8am							
8am - 9am							
9am - 10am							
10am - 11am							
11am - 12pm							
12pm - 1pm							
1pm - 2pm							
2pm - 3pm							
3pm - 4pm							
4pm - 5pm							
5pm - 6pm							
6pm - 7pm							
7pm - 8pm							
8pm - 9pm							
9pm - 10pm							
10pm - 11pm							
11pm - 12pm							
Overnight							

QF222	EMPLOYEE ROSTER AVAILABILITY and UNAVAILABILITY
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	WEEK 2						
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
7am - 8am							
8am - 9am							
9am - 10am							
10am - 11am							
11am - 12pm							
12pm - 1pm							
1pm - 2pm							
2pm - 3pm							
3pm - 4pm							
4pm - 5pm							
5pm - 6pm							
6pm - 7pm							
7pm - 8pm							
8pm - 9pm							
9pm - 10pm							
10pm - 11pm							
11pm - 12pm							
Overnight							