

# MORGAN COUNTY DOG WARDEN

## Employee Time Sheet

NAME Nick Finley

POSITION Asst. Dog Warden

PAY PERIOD: From 1-7-19 to 1-14-19

PAYCHECK RECEIVED ON 1-25-19

SICK LEAVE FORM ATTACHED  
COMP. TIME FORM ATTACHED  
FLEX TIME FORM ATTACHED


VACATION LEAVE FORM ATTACHED  
PERSONAL LEAVE FORM ATTACHED  
OVERTIME FORM ATTACHED


TOTAL HOURS				1-11-19
				Friday
				2 hr
				1-11

TOTAL HOURS				1-13-19
				Sunday
				2 hr
				1-13

If You work extra hours and request overtime pay or comp time you must have prior approval of your supervisor and you must submit request form with your time sheet.  
Time sheets will not be processed without signatures and must be submitted to your supervisor by 8:30 am. On the Monday payroll is computed.

MCR 1-14-19  
TEB 1-14-19

AMS  
1-14-19

EMPLOYEE SIGNATURE Nick Finley