

# STAFF AVAILABILITY

NAME: \_\_\_\_\_

PHONE: \_\_\_\_\_

DATES AVAILABILITY IS IN EFFECT: \_\_\_\_/\_\_\_\_ --- \_\_\_\_/\_\_\_\_

**Please write all times you are available. Circle times that your availability is different from previous schedules:**

## TIMES AVAILABLE ON A REGULAR BASIS:

## SUB ONLY:

MONDAY \_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm  
6:00AM-10:00PM  
\_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm

\_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm  
\_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm

TUESDAY \_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm  
6:00AM-10:00PM  
\_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm

\_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm  
\_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm

WEDNESDAY \_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm  
6:00AM-10:00PM  
\_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm

\_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm  
\_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm

THURSDAY \_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm  
6:00AM-10:00PM  
\_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm

\_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm  
\_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm

FRIDAY \_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm  
6:00AM-10:00PM  
\_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm

\_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm  
\_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm

SATURDAY \_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm  
7:45AM-8:00PM  
\_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm

\_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm  
\_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm

SUNDAY \_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm  
9:00AM-8:00PM  
\_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm

\_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm  
\_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm

**NOTE: If your availability changes you must submit a new form no later than 2 weeks before the start of the new schedule or your changes cannot be accommodated.**

**# OF HOURS YOU CAN WORK PER WEEK** \_\_\_\_\_