|  |  |  |
| --- | --- | --- |
|   |  |   |
|   | **EMPLOYEE** |  | **ID #** |  | **Shift 1: 6AM - 2PM** |  | **Shift 2: 2PM - 10PM** |  | **Shift 3: 10PM - 6AM** |   |
|   |   |   |   |   |   |   |   |   |   |   |
|   | John Doe |   | 100500 |   | Main Building |   |  |   |  |   |
|   | **(HR Manager)** |   |   | Internal trainings |   |  |   |  |   |
|   |   |   |   |   |   |   |   |   |   |   |
|   |   |   |   |   |   |   |   |   |   |   |
|   | Michael Whitestone |   | 100501 |   |  |   | Complete Facility |   |  |   |
|   | **(Courier)** |   |   |  |   | Paper distribution |   |  |   |
|   |   |   |   |   |   |   |   |   |   |   |
|   |   |   |   |   |   |   |   |   |   |   |
|   | Mila Forester |   | 100502 |   | CEO Office |   |  |  |  |   |
|   | **(Secretary)** |   |   | Administration |   |  |  |  |   |
|   |   |   |   |   |   |   |   |   |   |   |
|   |   |   |   |   |   |   |   |   |   |   |
|   | Ben West |   | 100503 |   |  |  |  |   | Reception Gate |   |
|   | **(Guard)** |   |   |  |  |  |   | Night shift guarding |   |
|   |   |   |   |   |   |   |   |   |   |   |
|   |   |   |   |   |   |   |   |   |   |   |
|   | Nel Hopkins |   | 100000 |   | CEO Office |   |  |  |  |   |
|   | **(CEO)** |   |   | Running company |   |  |  |  |   |
|   |   |   |   |   |   |   |   |   |   |   |
|   |   |   |   |   |   |   |   |   |   |   |
|   | Tansey Brown |   | 100504 |   |  |   | Manufacturing Facility |   |  |   |
|   | **(Technologist)** |   |   |  |   | Production planning |   |  |   |
|   |   |   |   |   |   |   |   |   |   |   |
|   |   |   |   |   |   |   |   |   |   |   |
|   | Hero Jones |   | 100505 |   | Printing House |   |  |  |  |   |
|   | **(Marketing Manager)** |   |   | Brochure design |   |  |  |  |   |
|   |   |   |   |   |   |   |   |   |   |   |
|   |   |   |   |   |   |   |   |   |   |   |
|   | Zoe Kid |   | 100506 |   |  |   | Main Building |   |  |   |
|   | **(Accountant)** |   |   |  |   | Counting money |   |  |   |
|   |   |   |   |   |   |   |   |   |   |   |
|   |   |   |   |   |   |   |   |   | [**© TemplateLab.com**](https://templatelab.com/)  |   |