

Availability Worksheet

The Library Café is open Monday through Thursday 7 am-7 pm, Friday 7 am-6 pm, Saturday 9 am-6 pm, and Sunday Noon-5 pm. Employees may be scheduled up to an hour before and after business hours for opening and closing duties.

Please shade out the hours you are **not** available to work. If you are available starting at 11:30, please write '11:30' in the 11-12 slot.

Name _____

Date _____

	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
6-7am							
7-8 am							
8-9am							
9-10 am							
10-11 am							
11-Noon							
Noon-1 pm							
1-2 pm							
2-3 pm							
3-4 pm							
4-5 pm							
5-6 pm							
6-7 pm							
7-8 pm							

areas shaded in black are hours we are closed

areas shaded in grey are hours allotted for opening and closing duties

areas in white are hours we are open