



Starc Resouces Contacts:  
 Carrie Murphy 0449 238 553  
 Karis Wills 0400 867 549

EMPLOYEE NAME: \_\_\_\_\_  
 POSITION: \_\_\_\_\_  
 SUPERVISOR: \_\_\_\_\_

WEEK ENDING: \_\_\_\_\_  
 CLIENT NAME: \_\_\_\_\_  
 SITE: \_\_\_\_\_

1. Did you undertake an induction when you started this site?  
Y / N
2. Did you wear the required PPE? Y / N
3. Were you involved in or witness any accident, incident or near miss? Y / N

\*If Y /N is not circled, lunch will be deducted  
 \*Each day must be SIGNED by your supervisor  
 \*Time sheets that are received late or unsigned by supervisor will be delayed

**OFFICE USE ONLY**

DAY	DATE	START	LUNCH	FINISH	TOTAL	SITE	SUPERVISOR SIGNATURE
MON			Y / N				
TUES			Y / N				
WED			Y / N				
THURS			Y / N				
FRI			Y / N				
SAT			Y / N				
SUN			Y / N				

1.0	1.5	2.0	

TOTAL HOURS: \_\_\_\_\_

EMPLOYEE SIGNATURE: \_\_\_\_\_

SUPERVISOR SIGNATURE: \_\_\_\_\_

To AVOID delay with payment, a clear image of your SIGNED timesheet must be emailed to [payroll@starcresources.com.au](mailto:payroll@starcresources.com.au)  
 Time sheets must be emailed by 12pm MONDAY. Subject heading for the email must be 'Your Name' Time sheet. (e.g John Smith Time Sheet)



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