

Example of Rota for Retail Supervisor and Stock Co-Ordinator

Week 1

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
O/H Supervisor	10 to 6	d/o	10 to 6	12 to 8	10 to 6	12 to 8	d/o
Co-Ordinator	d/o	12 to 8	12 to 8	10 to 6	12 to 8	d/o	10 to 6

Week 2

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
O/H Supervisor	d/o	12 to 8	10 to 6	12 to 8	12 to 8	d/o	10 to 6
Co-Ordinator	10 o 6	d/o	12 to 8	10 to 6	10 to 6	12 to 8	d/o

Special Notes:

These are only an example of the hours as at present both Supervisor and Co-Ordinator hours are according to the needs of the business at the present time

On Open Days or on request from either Universities the shop may be required to open earlier on a weekend when you will be required to come in early and leave early