**月度勤工助学考勤表**

**Monthly Work-Study Program Attendance Sheet**

填表人Filling Person： 考勤年月Month/Year：

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 姓名  Name | |  | | | | | 学生类别  Edu. Level | |  | | |
| 学号  Student ID | |  | | | | | 联系电话  Tel. | |  | | |
| 工作部门  Department | |  | | | | | 工作岗位  Position | |  | | |
| 工作主要内容  Duties | |  | | | | | 报酬标准  Remuneration Standard | | 元/小时  RMB/per hour | | |
| 请根据个人实际工作时间，在下方的相应空格内填写**具体工作时间段**。  Please write your **specific work hours** in the corresponding blank space below according to the actual working hours. | | | | | | | | | | | |
| 日期  Date | 上午  Morning | 下午  Afternoon | 晚上  Evening | 日期  Date | 上午  Morning | 下午  Afternoon | 晚上  Evening | 日期  Date | 上午  Morning | 下午  Afternoon | 晚上  Evening |
| 1. |  |  |  | 11. |  |  |  | 21. |  |  |  |
| 2. |  |  |  | 12. |  |  |  | 22. |  |  |  |
| 3. |  |  |  | 13. |  |  |  | 23. |  |  |  |
| 4. |  |  |  | 14. |  |  |  | 24. |  |  |  |
| 5. |  |  |  | 15. |  |  |  | 25. |  |  |  |
| 6. |  |  |  | 16. |  |  |  | 26. |  |  |  |
| 7. |  |  |  | 17. |  |  |  | 27. |  |  |  |
| 8. |  |  |  | 18. |  |  |  | 28. |  |  |  |
| 9. |  |  |  | 19. |  |  |  | 29. |  |  |  |
| 10. |  |  |  | 20. |  |  |  | 30. |  |  |  |
| 31. |  |  |  |
| 月工作时间  总 计  Total Monthly Working Hours | | 小时  Hours | | | 月劳动报酬总计  Total Monthly Remuneration | | 元  RMB | | | | |
| 所在部门考评  意 见  Department Comments | | 负责人签名/Signature:  日期/Date: | | | | | | | | | |
| 备注  Remark | |  | | | | | | | | | |