

WEEK STARTING

Mon 25 Jan 2027

CONTRACTED HOURS / WEEK

37.5

Codes: E early · L late · N night · D day · H half · O off — edit hours in the table below

#	STAFF	ROLE	MON 25 Jan	TUE 26 Jan	WED 27 Jan	THU 28 Jan	FRI 29 Jan	SAT 30 Jan	SUN 31 Jan	HOURS	SHIFTS	NOTE
1	Alex Mercer	Supervisor	D	D	D	D	D	O	O	37.5	5	
2	Sam Okafor	Team lead	E	E	E	L	L	O	O	40	5	
3	Jordan Reyes	Operator	E	E	O	O	N	N	N	40	5	Night premium
4	Riley Chen	Operator	L	L	L	E	E	O	O	40	5	
5	Priya Nair	Operator	N	N	N	O	O	E	E	40	5	Night premium
6	Tom Brady	Operator	O	O	E	E	E	L	L	40	5	
7	Nina Patel	Technician	D	D	O	D	D	O	O	30	4	On call Sat
8	Marcus Hill	Technician	L	O	L	L	O	D	D	39	5	
9	Ava Lindqvist	Operator	E	E	E	E	H	O	O	36	5	Half day Friday
10	Diego Santos	Operator	O	N	N	N	N	O	O	32	4	Night premium
11	Grace Kim	Admin	D	D	D	H	O	O	O	26.5	4	
12	Omar Haddad	Operator	O	O	L	L	L	E	E	40	5	

SHIFT CODES					DAILY COVER							WEEK SUMMARY	
CODE	SHIFT	STARTS	ENDS	HRS	MON	TUE	WED	THU	FRI	SAT	SUN		
E	Early	6:00	14:00	8	3	3	3	3	2	2	2	Early	18 shifts this week
L	Late	14:00	22:00	8	2	1	3	3	2	1	1	Late	13 shifts this week
N	Night	22:00	6:00	8	1	2	2	1	2	1	1	Night	10 shifts this week
D	Day	9:00	17:00	7.5	9	9	10	10	9	5	5	On duty	total 441 paid hours
H	Half day	9:00	13:00	4									
O	Off	—	—	0									

Twelve staff cover 441 paid hours in the week of 25 Jan. 7 people sit above the 37.5-hour contract — those totals turn red so you can rebalance before publishing.

Thinnest cover is Saturday with 5 on duty; the week peaks at 10. Night shifts run 10 times across the week.