**SUPERVISOR QUESTIONS**

**Employee Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Supervisor Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_**

1. **What time does the employee begin work?**
2. **How many hours per day does the employee work?**
3. **How many hours per week does the employee work?**
4. **How many days per week does the employee work?**
5. **Are there any other part-time workers within the same department doing the same work with the same schedule? If yes, how many?**
6. **Within the same department, how many full-time employees are doing the same type of work?**