**Stundenzettel**

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| **Mitarbeiter** |  |

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| Monat: |  |  | Jahr: |  |

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| **Datum** | **Beginn** | **Ende** | **Pause 1 Beginn** | **Pause 1 Ende** | **Pause 2 Beginn** | **Pause 2 Ende** | **Pause Gesamt** | **Σ Arbeits****-zeit** | **Arbeitszeitart/****Abwesenheit** | **Notiz** |
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**Stundenübersicht**

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| **Aktuelles Monat** |
| Sollstunden |  |
| Arbeitszeit |  |
| Urlaub |  |
| Sonstige bezahlte Abwesenheiten |  |
| Ist-Stunden (Arbeitszeit + Bezahlte Abwesenheiten) |  |
| **Saldo aktuelles Monat** |  |

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| **Stundenkonto** |
| Saldo Vormonat |  |
| Saldo aktuelles Monat |  |
| Auszahlung aktuelles Monat |  |
| **Saldo Stundenkonto** |  |

Datum, Unterschrift Dienstnehmer Datum, Unterschrift Dienstgeber