Carlson Building Maintenance

PTO Form **02-24-2025**

PTO Form

Employee name: Teresa-Jimenez

Employee number: 12011

Department: Service

Manager: Pedro Amaro

Dates of absence: From: 02-21-2025 To: 02-22-2025

Number of hours **7.75**

Manager Approval

☑ Approval

Comments:
she call out for sick

[redacted] 02-24-2025

Manager Signature Date