

Criminal Justice - Administration of Justice Unit

Shift Pattern for newly recruited Case Administrators and Witness Care Officers - June 2017

Case Administrator

	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
Week 1	0700 - 1500	0700 – 1500	0700 – 1500	0700 – 1500	0700 - 1430	0700 - 1500	RD
Week 2	RD	0700 – 1500	0700 – 1500	0700 – 1500	0700 – 1430	RD	RD
Week 3	1000 - 1800	1000 - 1800	1000 - 1800	1000 - 1800	1030 - 1800	RD	RD
Week 4	0700 – 1500	0700 – 1500	0700 – 1500	0700 – 1500	0700 – 1430	RD	RD
Week 5	1000 - 1800	1000 - 1800	1000 - 1800	1000 - 1800	1030 - 1800	RD	RD
Week 6	1000 - 1800	1000 - 1800	1000 - 1800	1000 - 1800	1030 - 1800	RD	RD

There is an operational requirement to work some Bank Holidays

Witness Care Officer

	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
Week 1	0830 – 1600	0800 – 1600	0800 – 1600	0800 – 1600	0800 – 1600	0900 - 1700	RD
Week 2	RD	0830 – 1600	0800 – 1600	0800 – 1600	0800 – 1600	RD	RD
Week 3	1100 - 1830	1030 - 1830	1030 - 1830	1030 - 1830	1030 - 1830	RD	RD
Week 4	0830 – 1600	0800 – 1600	0800 – 1600	0800 – 1600	0800 – 1600	RD	RD
Week 5	1100 - 1830	1030 - 1830	1030 - 1830	1030 - 1830	1030 - 1830	RD	RD
Week 6	1100 - 1830	1030 - 1830	1030 - 1830	1030 - 1830	1030 - 1830	RD	RD

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