

PAYROLL CHANGE REPORT

Today's Date: <u>2/1/2021</u>	Effective Date: <u>2/7/2021</u>
Hire Date: <u>11/2/2020</u>	Hours Worked: <u>3 Months</u>
Employee's Name: <u>Cleo Johnson- 1st Shift</u>	
Department: <u>Patty Operator</u>	

CHANGE (\$)		FROM	TO
X	Rate	\$12.85	\$13.35
	Shift Differential		
	Total	\$12.85	\$13.35

REASON (S) FOR THE CHANGE (S)							
Seniority Increase (Circle One)	3 Month	6 Month	1 Year	18 Month	2 Year	Annual	
Merit Increase							
Other-Job Transfer/Promotion Increase							

ADDITIONAL COMMENTS
One Unexcused Absence

Authorized by: <u></u>	Date: <u>1-29-21</u>
Guideline verified: <u></u>	Date: <u>2-1-21</u>
<u></u>	Date: <u>1/29/21</u>
(Department Manager)	
(Human Resources)	
(GM Authorization)	

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