

PAYROLL CHANGE REPORT

Today's Date: <u>8/24/2015</u>	Effective Date: <u>8/24/2015</u>
Hire Date: <u>2/23/2015</u>	Hours Worked: <u>6 Months</u>
Employee's Name: <u>Philip Davies</u>	
Department: <u>Sanitation</u>	

	CHANGE (\$)	FROM	TO
X	Rate	\$10.00	\$10.00
	Shift Differential	\$1.50	\$1.50
	Total	\$11.50	\$11.50

REASON (S) FOR THE CHANGE (S)							
X	Seniority Increase (Circle One)	480 HRS	6 Month	1 Year	1 1/2 Year	2 Year	Annual
	Merit Increase						
	Other						

ADDITIONAL COMMENTS
<p>Philip has 7 absences.</p> <p style="font-size: 1.2em; color: blue;">No change due to attendance</p>

Authorized by: <u><i>Tina Hoff</i></u> (Department Manager)	Date: <u>8-27-15</u>
Guideline verified: <u><i>Nichol Wojcik</i></u> (Human Resources)	Date: <u>8-24-15</u>
<u><i>[Signature]</i></u> (GM Authorization)	Date: <u>8/28/15</u>