

# PAYROLL CHANGE REPORT

Today's Date: <u>9/1/2021</u>	Effective Date: <u>9/5/2021</u>
Hire Date: <u>3/1/2021</u>	Hours Worked: <u>6 Months</u>
Employee's Name: <u>JB Zimmer- 2nd Shift</u>	
Department: <u>Grinding</u>	

CHANGE (S)		FROM	TO
X	Rate	\$16.00	\$16.50
	Shift Differential	\$0.75	\$0.75
	Total	\$16.75	\$17.25

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
<b>One Unexcused Absence</b>

Authorized by: _____ (Department Manager)	Date: _____
Guideline verified: <u><i>Louie Kaiser</i></u> (Human Resources)	Date: <u>9-1-2021</u>
<u><i>[Signature]</i></u> (GM Authorization)	Date: <u>9-1-2021</u>

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