

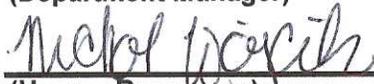
PAYROLL CHANGE REPORT

Today's Date: <u>10/1/2019</u>	Effective Date: <u>10/7/2019</u>
Hire Date: <u>4/10/2019</u>	Hours Worked: <u>6 Months</u>
Employee's Name: <u>Jesse Knettel- 2nd Shift</u>	
Department: <u>Grinding</u>	

CHANGE (S)		FROM	TO
X	Rate	\$14.25	\$14.75
	Shift Differential	\$0.50	\$0.50
	Total	\$14.75	\$15.25

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						

ADDITIONAL COMMENTS
Two Unexcused Absences

Authorized by: <u></u>	Date: <u>9-30-19</u>
Guideline verified: <u></u>	Date: <u>9-30-19</u>
<u></u>	Date: <u>9/30/19</u>
(Department Manager)	
(Human Resources)	
(GM Authorization)	

CMB
10-8-19

NW
10-1-19



EMPLOYEE PERFORMANCE REVIEW

Name: Jesse Knettel	Hire Date: 04/10/19
Department: Grinding	Evaluation Period: 6 Months

Performance Evaluation	Excellent	Good	Fair	Poor	Comments
Job Knowledge		X			
Productivity		X			
Work Quality		X			
Work Consistency		X			
Cooperation		X			
Attitude		X			
Initiative		X			
Work Relations		X			
Communication Skills		X			
Dependability		X			
Adherence to Policy		X			
Punctuality		X			
Attendance		X			

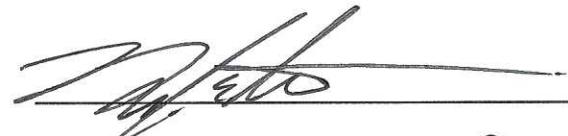
Number of Unexcused Absences: 2

Eligible for Pay Raise: Yes No

Current Rate: \$14.75

New Rate: \$15.25 **Effective Pay Period:** 10/7/2019

Employee Signature: 

Manager Signature: 

Date Completed: 10-3-2019