

**Payroll/Status
Change Notice**

Employment Agency

ESSG

Effective Date 10 / 10 / 11

Employee Abreu Agustin
Last First Middle

Department _____

Change(s)

	From	To (or New Hire)
<input checked="" type="checkbox"/> Salary/ Wage	\$ <u>11</u> Per <u>hr</u>	\$ <u>11.50</u> Per <u>hr</u>
<input type="checkbox"/> Other	\$ _____ Per _____	\$ _____ Per _____

Reason For Change(s)

- Demotion
- Dept. Transfer
- New Hire
- Layoff
- Other
- Merit Increase
- Probation Complete
- Promotion
- Reevaluation
- Rehired
- Resignation
- Retirement
- Transfer

Leave of Absence

- Educational
- Military
- Other
- Medical
- Family Leave
- Personal

Comments: _____

Office Use Only: STARTED 10/7/09

Last 3 Pay Increase (Date and From/To Amount):

Date: 7/18/11 From: \$ 10% To: \$ 11% Reason: supervisor request
 Date: _____ From: \$ _____ To: \$ _____ Reason: * more responsibility
 Date: _____ From: \$ _____ To: \$ _____ Reason: _____

Change Authorized By: [Signature] Date: 10 / 13 / 11

Change Approved By RF: [Signature] Date: 10 / 13 / 11

Change Approved By Agency: _____ Date: _____

[Signature]