

PAYROLL CHANGE REPORT

Today's Date: <u>1/1/2022</u>	Effective Date: <u>1/16/2022</u>
Hire Date: <u>11/16/2021</u>	Hours Worked: <u>60 Day</u>
Employee's Name: <u>Krista Huckle</u>	
Department: <u>Area Cleaner</u>	

CHANGE (S)		FROM	TO
X	Rate	\$15.00	\$15.50
	Shift Differential	\$0.00	\$0.00
	Total	\$15.00	\$15.50

REASON (S) FOR THE CHANGE (S)							
Seniority Increase (Circle One)	60 Days	6 Month	1 Year	18 Month	2 Year	Annual	
Merit Increase							
Other-Job Transfer/Promotion Increase							

ADDITIONAL COMMENTS
Zero Unexcused Absences

Authorized by: <u></u>	Date: <u>1-1-22</u>
(Department Manager)	
Guideline verified: <u></u>	Date: <u>1-1-2022</u>
(Human Resources)	
_____	Date: _____
(GM Authorization)	