

Payroll/Status Change Notice

Employment Agency

CMG

Effective Date: 6/7/2021

Employee: Mongi Obang
Last First Middle

Department: Hornel

Change(s)

	From	To (or New Hire)
Salary/ Wage	14	15
Other	\$ _____ Per _____	\$ _____ Per _____

Reason For Change(s)

- Demotion
- Dept. Transfer
- New Hire
- Layoff
- Other
- Merit Increase
- Probation Complete
- Promotion
- Reevaluation
- Seasonal new hire wage increase to 15.00
- Rehired
- Resignation
- Retirement
- Transfer

Explain reason for change: _____

Leave of Absence

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

Comments: _____

Office Use Only:

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

Date: _____ From: \$ _____ To: \$ _____ Reason: _____

Date: _____ From: \$ _____ To: \$ _____ Reason: _____

Date: _____ From: \$ _____ To: \$ _____ Reason: _____

Change Authorized By: _____ Date: 6/7/21

Change Approved By RF: _____ Date: 6/7/21

Change Approved By Agency: [Signature] Date: 6/7/21

Employee Signature: [Signature] Date: 6/16/21