

## PAYROLL CHANGE REPORT

Today's Date: <u>1/20/2016</u>	Effective Date: <u>2/1/2016</u>
Hire Date: <u>11/3/2016</u>	Hours Worked: <u>3 Months - 480 Hours</u>
Employee's Name: <u>Alvin Mabry</u>	
Department: <u>Sanitation</u>	

CHANGE (S)		FROM	TO
X	Rate	\$10.50	\$10.75
	Shift Differential	\$1.50	\$1.50
	Total	\$12.00	\$12.25

REASON (S) FOR THE CHANGE (S)							
X	Seniority Increase (Circle One)	480 HRS	6 Month	1 Year	1 1/2 Year	2 Year	Annual
	Merit Increase						
	Other						

ADDITIONAL COMMENTS
Alvin has one absence in the past three months.

Authorized by: <u><i>Trish Holt</i></u> (Department Manager)	Date: <u>2/3/16</u>
Guideline verified: <u><i>Nichol Wojcik</i></u> (Human Resources)	Date: <u>1-21-16</u>
<u>N/A</u> (GM Authorization)	Date: _____