

PAYROLL CHANGE REPORT

Today's Date: <u>11/1/2017</u>	Effective Date: <u>11/27/2017</u>
Hire Date: <u>5/22/2017</u>	Hours Worked: <u>6 Month</u>
Employee's Name: <u>Ojulu Okach</u>	
Department: <u>Sanitation</u>	

CHANGE (S)		FROM	TO
X	Rate	\$11.50	—
	Shift Differential	\$1.50	—
	Total	\$13.00	13.00

REASON (S) FOR THE CHANGE (S)						
Seniority Increase (Circle One)	3 Month	6 Month	1 Year	18 Month	2 Year	Annual
Merit Increase (level 2)						
Other-Job Transfer/Promotion Increase						

ADDITIONAL COMMENTS
<p><i>NO raise due to attendance</i></p>

Authorized by: <u><i>Tim Holt</i></u> (Department Manager)	Date: <u>11/14/17</u>
Guideline verified: <u><i>Michael Woods</i></u> (Human Resources)	Date: <u>10-30-17</u>
_____ (GM Authorization)	Date: _____