

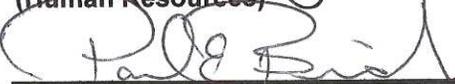
PAYROLL CHANGE REPORT

Today's Date: <u>1/1/2020</u>	Effective Date: <u>1/12/2020</u>
Hire Date: <u>10/10/2019</u>	Hours Worked: <u>90 Days</u>
Employee's Name: <u>Robert Miller- 2nd Shift</u>	
Department: <u>Dimension Operator</u>	

CHANGE (S)		FROM	TO
X	Rate	\$12.60	\$13.10
	Shift Differential	\$0.50	\$0.50
	Total	\$13.10	\$13.60

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

ADDITIONAL COMMENTS
Two Unexcused Absences

Authorized by: <u></u>	Date: <u>12-26-19</u>
Guideline verified: <u>Nichol Wojcik</u>	Date: <u>12-26-19</u>
<u></u>	Date: <u>12/27/19</u>
(Department Manager)	
(Human Resources)	
(GM Authorization)	

CMG
 1-14
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 12-30
 payroll



EMPLOYEE PERFORMANCE REVIEW

Name:	Robert Miller	Hire Date:	10/10/2019
Department:	Dimension Operator	Evaluation Period:	90 Days

Performance Evaluation	Excellent	Good	Fair	Poor	Comments
Job Knowledge		✓			
Productivity		✓			
Work Quality		✓			
Work Consistency		✓			
Cooperation		✓			
Attitude		✓			
Initiative		✓			
Work Relations		✓			
Communication Skills		✓			
Dependability		✓			
Adherence to Policy		✓			
Punctuality		✓			
Attendance			✓		

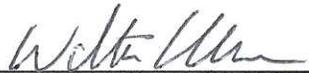
Number of Unexcused Absences: 2

Eligible for Pay Raise: Yes No

Current Rate: \$13.10

New Rate: \$13.60 Effective Pay Period: 1/12/2020

Employee Signature: 

Manager Signature: 

Date Completed: 1/2/20