

PAYROLL CHANGE REPORT

Today's Date: <u>3/15/2016</u>	Effective Date: <u>3/21/2016</u>
Hire Date: _____	Hours Worked: _____
Employee's Name: <u>Alexus Ross</u>	
Department: <u>2nd Shift Packout</u>	

CHANGE (S)		FROM	TO
X	Rate	\$10.50	\$11.50
	Shift Differential	\$0.50	\$0.50
X	Total	\$11.00	\$12.00

REASON (S) FOR THE CHANGE (S)							
Seniority Increase (Circle One)		90 Day	6 Month	1 Year	1 1/2 Year	2 Year	Annual
X	Merit Increase						
	Other						

ADDITIONAL COMMENTS
Promotion to PO Support - skill level 4

Authorized by: <u></u> (Department Manager)	Date: <u>3/21/16</u>
Guideline verified: <u>Nichol Wojcik</u> (Human Resources)	Date: <u>3/15/16</u>
<u>N/A</u> (GM Authorization)	Date: _____