

PAYROLL CHANGE REPORT

Today's Date: 4/29/2016

Effective Date: 5/2/2016

Hire Date: _____

Hours Worked: _____

Employee's Name: Kim-song Tann

Department: Packout - 1st Shift

CHANGE (S)		FROM	TO
X	Rate	\$10.25	\$10.50
	Shift Differential	\$0.00	\$0.00
X	Total	\$0.00	\$10.50

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

Change to skill level 2

Authorized by:  Date: 5/2/16
 (Department Manager)

Guideline verified: Nichol Wojcik Date: 4/29/16
 (Human Resources)

N/A Date: _____
 (GM Authorization)