

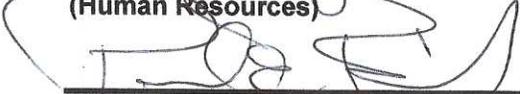
PAYROLL CHANGE REPORT

Today's Date: <u>11/26/2019</u>	Effective Date: <u>12/2/2019</u>
Hire Date: <u>8/15/2019</u>	Hours Worked: <u>90 Days</u>
Employee's Name: <u>Tommy Rocha- 2nd Shift</u>	
Department: <u>Patty Operator</u>	

CHANGE (\$)		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> (Department Manager)	Date: <u>11-27-19</u>
Guideline verified: <u></u> (Human Resources)	Date: <u>11-26-19</u>
<u></u> (GM Authorization)	Date: <u>11/27/19</u>

New
12-2-19



EMPLOYEE PERFORMANCE REVIEW

Name:	Tommy Rocha	Hire Date:	08/15/19
Department:	Patty Operator	Evaluation Period:	3 Months

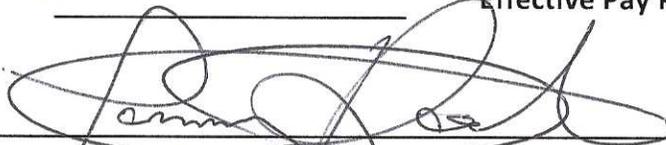
Performance Evaluation	Excellent	Good	Fair	Poor	Comments
Job Knowledge		X			
Productivity		X			
Work Quality		X			
Work Consistency		X			
Cooperation		X			
Attitude		X			
Initiative		X			
Work Relations		X			
Communication Skills		X			
Dependability		X			
Adherence to Policy		X			
Punctuality		X			
Attendance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

Number of Unexcused Absences: 2

Eligible for Pay Raise: Yes No

Current Rate: \$13.10

New Rate: \$ 13.60 Effective Pay Period: _____

Employee Signature: 

Manager Signature: 

Date Completed: 11-25-19