

# PAYROLL CHANGE REPORT

Today's Date: <u>8/1/2025</u>	Effective Date: <u>8/10/2025</u>
Hire Date: <u>2/9/2024</u>	Hours Worked: <u>18 Month</u>
Employee's Name: <u>Yessenia Mendoza</u>	
Department: <u>Sanitation</u>	

CHANGE (\$)		FROM	TO
X	Rate	\$17.50	\$18.00
	Shift Differential	\$1.50	\$1.50
	<b>Total</b>	<b>\$19.00</b>	<b>\$19.50</b>

REASON (S) FOR THE CHANGE (S)							
Seniority Increase (Circle One)	60 Day	6 Month	1 Year	18 Month	2 Year	Annual	
Merit Increase							
Other-Job Transfer/Promotion Increase							

ADDITIONAL COMMENTS

Authorized by: _____	Date: _____
(Department Manager)	
Guideline verified: <u>Jani Kaiser</u>	Date: <u>8-1-25</u>
(Human Resources)	
<u>[Signature]</u>	Date: <u>8-1-25</u>
(Plant Manager)	

CMG  
DL