PAYROLL CHANGE REPORT

Today's Date:	1/20/2016	**Effective Date:** 2/1/2016
Hire Date:	10/28/2015	**Hours Worked:** 3 Months - 480 Hours
Employee's Name:	Ahmed Yussuf	
Department:	Sanitation	

	CHANGE (S)	FROM	TO
X	Rate	$10.50	$10.50
	Shift Differential	$1.50	$1.50
	Total	$12.00	$12.00

	REASON (S) FOR THE CHANGE (S)						
X	Seniority Increase (Circle One)	480 HRS	6 Month	1 Year	1 1/2 Year	2 Year	Annual
	Merit Increase						
	Other						

ADDITIONAL COMMENTS

Ahmed has three absences in the past three months.

No raise due to attendence

Authorized by:		Date:
	(Department Manager)	
Guideline verified:	*Nichol Worth*	Date: NCW 1-6-1 1-21-6
	(Human Resources)	
	N/A	Date:
	(GM Authorization)	