

**ST. LUCIE PUBLIC SCHOOLS
HUMAN RESOURCES/PAYROLL ACTION FORM**

GENERAL INFORMATION

LAST 4 DIGITS – SOCIAL SECURITY NUMBER _____

- A. NAME LAST, FIRST, INIT.: _____
- B. ADDRESS LINE 1: STREET _____ CITY _____
 LINE 2: STATE _____ ZIP _____ PHONE _____
- C. EXPERIENCE TAB _____ DEGREE TAB _____
- D. FORMER NAME _____

E. BEGINNING DATE SALARY _____	REMARKS _____
F. SUPPLEMENTS AND/OR DEDUCTIONS _____	_____
_____	_____
_____	_____

TOTAL SALARY _____ MONTHLY SALARY _____ SEMI-MONTHLY SALARY _____ DAILY _____
If paid on a monthly basis

G. HOURLY OR DAILY RATE _____
If not paid on a monthly basis

JOB RECORD

H. PR ST TITLE NUMBER CENTER HR-DYJOB TITLE.....

I. LANE CONTRACT ANNUAL PERIOD DAILY HOURLY SUP-ANL-AMT

J.PAYROLL..... CONTRACT.....
 HR-DY PT NUMBER OF DAYS

K. DATES HIRED STARTED SALARY TERMINATE – C CHANGED ORIG HIRE

L. ACCOUNT(S)
 PCT FUND – FUNCTION – OBJECT – CENTER – PROJECT - PROGRAM

M. REPLACES _____

N. AUTHORIZATION HUMAN RESOURCES _____ DATE _____
 PAYROLL _____ DATE _____