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Human Resources Form

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Personnel Action Form (PAF)

Pay Rate: Personnel Action Requested: Section 2 - Position Information Change (if applicable) Position #: Department: Location: Job Code: Classification: Reports to: Position Type: FTE: Union: FLSA Status Pay Plan: Grade: Pay Rate: Next Step Date: Section 3 - Additional Pay Entry Action (Start/End) Additional Pay Type Section 4 - Account String(s) - (Enter the default/main/home account string first - If changing) Section 5 - Remarks/Notes:	Section 1 – Er	nploy	ee l	nform	ation	1				
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Pay Rate:	Job Title:						Position #			
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Signature: