## pet365 Employee Salaries and Holiday Allowance Information

1 Employee Salary and Holiday Allowance Information

Employee ID: EMP001 Name: John Smith Position: Store Manager Department: Management Annual Salary (\$): 65,000 Total Holiday Allowance: 25

Employee ID: EMP002 Name: Sarah Johnson Position: Assistant Manager Department: Management Annual Salary (\$): 52,000 Total Holiday Allowance: 25

Employee ID: EMP003 Name: Michael Chen Position: Senior Groomer Department: Grooming Annual Salary (\$): 48,000 Total Holiday Allowance: 25

Employee ID: EMP004 Name: Emily Davis Position: Veterinary Technician Department: Veterinary Annual Salary (\$): 55,000 Total Holiday Allowance: 25

Employee ID: EMP005 Name: David Wilson Position: Sales Associate Department: Sales Annual Salary (\$): 32,000 Total Holiday Allowance: 25

Employee ID: EMP006 Name: Lisa Rodriguez Position: Customer Service Rep Department: Customer Service Annual Salary (\$): 35,000 Total Holiday Allowance: 25

Employee ID: EMP007 Name: Robert Taylor Position: Inventory Specialist Department: Operations Annual Salary (\$): 42,000 Total Holiday Allowance: 25

Employee ID: EMP008 Name: Jessica Lee Position: Marketing Coordinator Department: Marketing Annual Salary (\$): 46,000 Total Holiday Allowance: 25

Employee ID: EMP009 Name: Thomas Brown Position: IT Support Department: IT Annual Salary (\$): 50,000 Total Holiday Allowance: 25

Employee ID: EMP010 Name: Amanda White Position: Cashier Department: Sales Annual Salary (\$): 28,000 Total Holiday Allowance: 18.75

Employee ID: EMP011 Name: Christopher Garcia Position: Pet Trainer Department: Training Annual Salary (\$): 40,000 Total Holiday Allowance: 25

Employee ID: EMP012 Name: Olivia Martinez Position: Groomer Department: Grooming Annual Salary (\$): 38,000 Total Holiday Allowance: 25

Employee ID: EMP013 Name: Daniel Kim Position: Veterinarian Department: Veterinary Annual Salary (\$): 85,000 Total Holiday Allowance: 25

Employee ID: EMP014 Name: Sophia Patel Position: Human Resources Manager Department: HR Annual Salary (\$): 60,000 Total Holiday Allowance: 25

Employee ID: EMP015 Name: Ryan Jackson Position: Maintenance Technician Department: Operations Annual Salary (\$): 36,000 Total Holiday Allowance: 25

## 2 Notes

- 1. Salaries are annual gross amounts before taxes and deductions.
- 2. Holiday allowances are calculated based on a standard 25 days per year for full-time employees.
- 3. Holiday allowance balances are current as of September 16, 2024.
- 4. New employees (less than one year of service) have pro-rated holiday allowances.

## 3 Holiday Allowance Policy Reminders

- Employees must use or lose all but 5 days of their annual holiday allowance by December 31st each year.
- Carried over holiday allowance (max 5 days) must be used within the first 3 months of the new year.
- Holiday requests should be submitted at least 2 weeks in advance through the HR portal.