

CONFIDENTIAL EMPLOYEE RECORDS

TechCorp Industries - HR Department

EMPLOYEE DIRECTORY - PAGE 1

Employee: Matthew Thomas Anderson

Employee ID: EMP-2741

Date of Birth: 07/23/2006

Social Security: 369-85-2741

Phone: (555) 357-4682

Email: matt.anderson@tech.io

Address: 369 Spruce Circle, Chicago, IL 60601

Position: Senior Software Engineer

Employee: Jessica Marie Taylor

Date of Birth: 05/16/1980

SSN: 741-96-3852

Contact: (555) 753-9514 / jessica.taylor@medical.org

Home Address: 741 Aspen Boulevard, Atlanta, GA 30301

Department: Marketing Manager

Emergency contacts and next of kin information is maintained separately. For HR inquiries, contact Daniel Moore at daniel.moore@finance.biz.

PAYROLL INFORMATION - PAGE 2

Payroll Administrator: Ashley Jackson

Contact: (555) 135-7924 or ashley.jackson@school.edu

Direct Deposit Information:

Employee: Daniel Patrick Moore

SSN: 852-07-4163

Bank Card: 4012-8888-8888-1881

Address: 789 Pine Road, Austin, TX 73301

DOB: 02/26/1977

Salary Information: Base salary \$85,000 annually. Contact payroll for questions about direct deposit setup.

Tax Information:

Employee Ashley Lauren Jackson (SSN: 963-18-5274) has updated W-4 forms on file. Contact at (555) 357-4682 for verification.

BENEFITS & EMERGENCY CONTACTS - PAGE 3

Benefits Enrollment:

Primary Contact: John Michael Smith (john.smith@email.com)

Health Insurance ID: 4532-1234-5678-9012

Date of Birth: 08/10/1973 (for verification)

Emergency Contacts:

1. Sarah Elizabeth Johnson - (555) 987-6543
2. Michael Robert Davis - m.davis@company.org
3. Contact at 123 Main Street, Springfield, IL 62701 if unable to reach by phone

All employee information is confidential and protected under company privacy policies. For questions about data handling, contact HR at hr@techcorp.com.

Recent Updates: Employee records for Jennifer Lynn Wilson (SSN: 789-12-3456) have been updated with new address 321 Elm Drive, Denver, CO 80201. Please verify credit card information 5105-1051-0510-5100 for expense account setup.