

## As an admin I want to have a subsection called “Pay Grades” where I’ll be able to control the features related to the different salary levels and payment methods

Status	In Progress	Project	Testaremanual25
Assignee	Unassigned	Reporter	testaremanual25
Created	Mar 12 2023, 01:03 AM	Updated	Jul 03 2023, 11:34 AM

### Description

The HR Admin can define the pay grade by setting a minimum salary, maximum salary, step increase, and the currency to be paid in.

To add an entry, go to Admin>>Job>> Pay Grades and click “Add” and a screen would appear.

Click “Save” once the field is added.

Once you click “Save” the screen would appear and you can now define the currency and the minimum/maximum salary for each pay grade created. You can define the pay grade by clicking “Add” under “Assigned Currencies” and then providing the pay details under “Add Currency”.

Click “Save” to save the currency for the Pay Grade.

You can assign multiple currencies here and each currency defined will be listed.

You can edit details of a particular currency by clicking on the “Currency” name. All pay grades added will be listed .

To view Pay Grade details click on “Pay Grade name.

To delete a Pay Grade click on the check box next to the “Pay Grade” name. It is also possible to delete multiple entries at the same time by clicking the check box entries you wish to delete and simply clicking “Delete”.

Attachments (0)