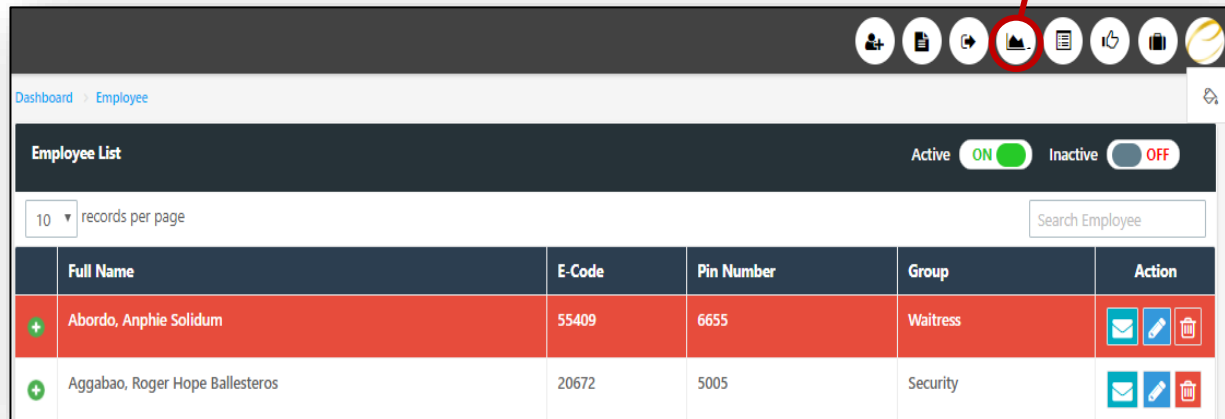


## RATES AND DUTIES

IN THIS MODULE, YOU WILL ABLE TO SETUP THE RATES AND DUTIES OF EACH EMPLOYEE







**RATES AND DUTIES**



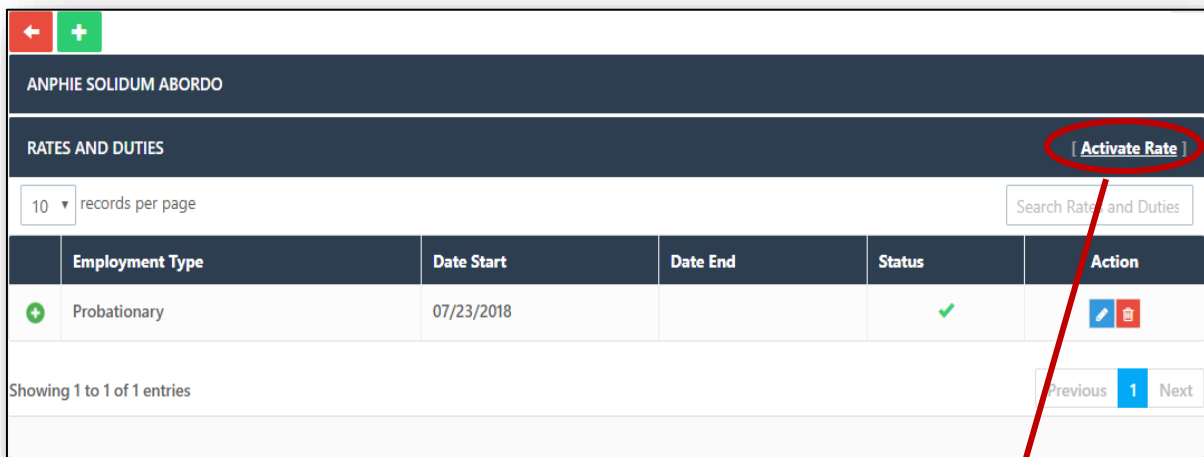
Dashboard Employee

Employee List Active **ON** Inactive **OFF**

10 records per page Search Employee

	Full Name	E-Code	Pin Number	Group	Action
+	Abordo, Anphie Solidum	55409	6655	Waitress	  
+	Aggabao, Roger Hope Ballesteros	20672	5005	Security	  

TO **CREATE RATES**, CLICK THE EMPLOYEE THEN CLICK THE RATE & DUTIES ICON





← +

ANPHIE SOLIDUM ABORDO

RATES AND DUTIES **[ Activate Rate ]**

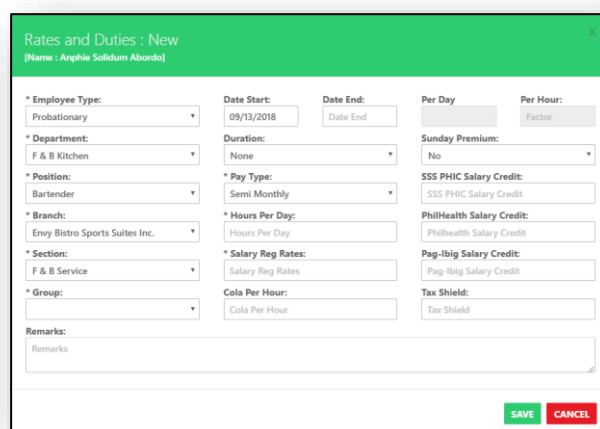
10 records per page Search Rates and Duties

	Employment Type	Date Start	Date End	Status	Action
+	Probationary	07/23/2018		✓	 

Showing 1 to 1 of 1 entries

Previous 1 Next

## CREATE NEW RATES



Rates and Duties : New  
(Name : Anphie Solidum Abordo)

\* Employee Type: Probationary Date Start: 09/13/2018 Date End: Per Day: Per Hour: Factor:

\* Department: F & B Kitchen Duration: None Sunday Premium: No

\* Position: Bartender \* Pay Type: Semi Monthly SSS PHIC Salary Credit: SSS PHIC Salary Credit

\* Branch: Envy Bistro Sports Suites Inc. \* Hours Per Day: Hours Per Day PhilHealth Salary Credit: PhilHealth Salary Credit

\* Section: F & B Service \* Salary Reg Rates: Salary Reg Rates Pag-Ibig Salary Credit: Pag-Ibig Salary Credit

\* Group: Cola Per Hour: Cola Per Hour Tax Shield: Tax Shield

Remarks: Remarks

SAVE CANCEL

TO **ACTIVATE** THE **RATE** AND **DUTIES**.

CLICK THE RATE YOU CREATED (PROBATIONARY)

THEN CLICK THE **ACTIVATE RATE**