



ORANGEHRM

THE WORLD'S FIRST

HR App Store



- *Allows you to add, edit and update Job & Salary information in each employee's record within the PIM module itself.*
- *View changes made to the Job and Salary information in the Employee's record previously.*
- *Generate Job & Salary Reports to have a detailed view of the Job & Salary information of all the employees.*
- *Create customized Job & Salary Reports to meet your requirements by selecting different Job & Salary criteria.*
- *Export Job and Salary Reports from the system into a CSV file for your convenience.*

Populate all the Job & Salary information of an employee in the PIM module itself.

## Job Salary Details

### General Information

EEO Category

Joined Date\*  

Save

### Job & Salary Information

#### Job Information

Job Title\*

Job Specification

Job Duties

Employment Status

Sub-Division

BU/Location

Work From Home ☐

#### Salary Information

Pay Grade

Currency

Minimum Salary

Maximum Salary

Basic Salary

Pay Frequency

Bonus

Pay Frequency

Commission

Pay Frequency

OTE

Start Date  

End Date  

Comment

Save

Fields marked with an asterisk \* are required.

# Job & Salary History

Gives a detailed view of all the changes made to the employee's Job & Salary information.

## Job & Salary History

### Legend

<input type="checkbox"/> W	Weekly	<input type="checkbox"/> MF	Monthly on First pay of Month	<input type="checkbox"/> BW	Bi Weekly	<input type="checkbox"/> H	Hourly	<input type="checkbox"/> SM	Semi Monthly
<input type="checkbox"/> Q	Quarterly	<input type="checkbox"/> M	Monthly	<input type="checkbox"/> A	Annually	<input type="checkbox"/> D	Daily		

Job Title	Employment Status	Sub-Division	Home BU/Location	Start Date	Pay Grade	Basic Salary	Bonus	Commission	OTE	Comment
<input type="checkbox"/> Software Support Engineers	Full Time Permanent		No	2011-04-12	Grade-A	5000 (M)	0.00 ()	0.00 ()	5,000.00	first promotion

Delete

Customize your Job & Salary reports by selecting search criteria such as, "Current, All or In Between Period" records.

## Job & Salary

Employee Name  Employment Status   
Job Title  Sub-Division   
BU/Location   
Show

Search

Export to CSV

### Legend

<input type="checkbox"/> W	Weekly	<input type="checkbox"/> MF	Monthly on First pay of Month	<input type="checkbox"/> BW	Bi Weekly	<input type="checkbox"/> H	Hourly	<input type="checkbox"/> SM	Semi Monthly
<input type="checkbox"/> Q	Quarterly	<input type="checkbox"/> M	Monthly	<input type="checkbox"/> A	Annually	<input type="checkbox"/> D	Daily		

Sub-Division	Employee Code	Employee Name	Employment Status	Job Title	Work From Home	BU/Location	Joined Date	Basic Salary	Bonus	Commission	OTE	Start Date	Comment
	0003	Robinson Esther	Full Time Contract	Software Engineers	Yes	Texas	2010-01-04	12,000.00 (M)	100.00 (M)	0.00 (M)	12,100.00		
Development Division	0002	Abbey Kayla	Full Time Internship	Software Support Engineers	No	Michigan	2010-02-10	5,000.00 (M)	100.00 ()	0.00 ()	5,100.00	2011-04-12	first promotion
HQ Division	0001	Hamilton Russell	Full Time Permanent	Software Support Engineers	Yes	Texas	2006-03-15	7,000.00 ()	200.00 ()	0.00 ()	7,200.00	2007-03-07	increments based on performance

## CONTACT US

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