SHARP Customer Service Center

- SHARP Messages -

SHARP Message #669

DATE:	9/14/06
AUTHOR:	HR
SUBJECT:	September 10, 2006 Pay Increase Reminder

MESSAGE TEXT:

Please note this reminder to not enter SHARP Job Data rows dated greater than September 10, 2006, for Classified Regular employees until after the step increase and other pay related transactions have loaded on September 22. This includes promotions, demotions, transfers, terminations, end probations, and any other transactions that require a job data row to insert into employee work history such as position data updates. You may enter rows dated September 10, 2006, since the step increase row will create effective sequence rows when needed.

Please contact Patti Pearce at patti.pearce@da.state.ks.us or 785-296-7232 if you have questions.

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