

Employee Job - Sample Data Reports (4 basic samples)

Current, Active Employees:

General Information: Name, Dept, Position, Title, Salary, FLSA, R/T, F/P, C/U

Columns

Click on column names in the selection pane to add them to the request. Once added, drag-and-drop columns to reorder them. Edit a column's format, formula and filters by clicking the buttons below its name.

Person		Employee Job		Department	Position	Jobcode		Salary Plan		
Person Id	Person Name	Employee Record Number	Department Id	Position Number	Jobcode Id	Jobcode Desc	Salary Plan Code	Salary Grade Code	Salary Step Code	

Fact Employee Job	Frequency Compensation Frequency	Employee Job			
Compensation Rate (Trans)	Frequency Type Code	Fairlabor Standards Act Status Desc	Full Time Part Time Code	Regular Temporary Code	Class Indicator Code

Filters

Add filters to the request criteria by holding down the CTRL key and clicking on column names in the selection pane, or by clicking on the filter button below included columns. Add a saved filter by clicking on its selection pane.

HR Status Code is equal to / is in A

AND Current Indicator is equal to / is in Y

Number of Terminations (or other actions) between 2 dates:

General Information: Name, Dept, Empl Record, Effective Date/Sequence, Action/Reason

Filter Information: Timeframe and Actions

Columns

Click on column names in the selection pane to add them to the request. Once added, drag-and-drop columns to reorder them. Edit a column's format, formula and filters by clicking on the icons below its name. [?](#)

Department	Person	Employee Job					
Department Id	Person Id	Person Name	Employee Record Number	Effective Date	Effective Sequence	Action Code	Action Reason Code

Filters

Add filters to the request criteria by holding down the CTRL key and clicking on column names in the selection pane, or by clicking on the filter button below included columns. clicking on its name in the selection pane. [?](#)

Effective Date is between 01/01/2010 and 03/30/2010
AND Action Code is equal to / is in TER, RET

Employee Action History

General Information: Name, Dept, Empl Record, Effective Date/Sequence, Action/Reason

Filter Information: Just the Person ID (Employee ID)

Columns

Click on column names in the selection pane to add them to the request. Once added, drag-and-drop columns to reorder them. Edit a column's format, formula and filters by clicking on the icons below its name. [?](#)

Department	Person		Employee Job				
Department Id <input type="checkbox"/> <input type="checkbox"/>	Person Id <input type="checkbox"/> <input type="checkbox"/>	Person Name <input type="checkbox"/> <input type="checkbox"/>	Employee Record Number <input type="checkbox"/> <input type="checkbox"/>	Effective Date <input type="checkbox"/> <input type="checkbox"/>	Effective Sequence <input type="checkbox"/> <input type="checkbox"/>	Action Code <input type="checkbox"/> <input type="checkbox"/>	Action Reason Code <input type="checkbox"/> <input type="checkbox"/>

Display Results

Remove All

Filters

Add filters to the request criteria by holding down the CTRL key and clicking on column names in the selection pane, or by clicking on the filter button below included column names in the selection pane. [?](#)

Person Id is equal to / is in K0000000000

Save Filter...

Remove Filters

Active, Classified, Temporary Employees

General Information: Name, Dept, Empl Record, Effective Date/Sequence, Action/Reason

Filter Information: Classified Indicator, Regular Temporary, HR Status Code and Current Indicator

Columns

Click on column names in the selection pane to add them to the request. Once added, drag-and-drop columns to reorder them. Edit a column's below its name. [?](#)

Department	Person	Employee Job	Position	Jobcode
Department Id <input type="text"/>	Person Id <input type="text"/> Person Name <input type="text"/>	Employee Record Number <input type="text"/>	Position Number <input type="text"/>	Jobcode Id <input type="text"/> Jobcode Desc <input type="text"/>

Display Results

Remove All

Filters

Add filters to the request criteria by holding down the CTRL key and clicking on column names in the selection pane, or by clicking on the filter button below its name in the selection pane. [?](#)

Regular Temporary Code is equal to / is in T	
AND Class Indicator Code is equal to / is in C	
AND HR Status Code is equal to / is in A	
AND Current Indicator is equal to / is in Y	

Save Filter...

Remove Filters