



modify_pmis_position

Table of Contents

[Human Resources > Maintenance > PMIS Position Modify > Position Record](#)

If necessary, use this tab to update the **Increase Eligible** field to identify the employees who are eligible to receive a salary increase for the new school year when running simulations. Only the employees with this field selected will receive a salary increase.

Image

Maintenance > PMIS Position Modify SessionTimer: 59 min and 55 sec

Position Record **Distribution** Date Budget

Occupant

Employee Nbr: 000034 Employee Name: ANGELA A BAULOS

Primary Job: Increase Eligible

Pay Grade: TBA Pay Step: 18 Schedule: State Step: 18 Begin Date: 08-09 End Date: 05-29 Payoff Date: 08-24

Days Off: 0.0 Nbr Days Employed: 187.00 Hourly/Daily Rate: 265.241 Salary: 49,600.00 Remaining Payments: 12

Position

Accept Changes: Status: A - Active Frequency: F - Monthly NYR School Year: 20 **Calculate Salary**

Category: Supplement Attached:

Job Code: 1000 - TEACHER 1st Pay Date Code: S10 Calendar Code: 10 Primary Campus: 101 - 101 School Dept:

Hours Per Day: 0.000 Percent Day Employed: 100 Percent Year Employed: 100 State Minimum Days: 187 - Valid basic days in contract

Pay Concept: Annual EEOC: Workers' Comp: A TRS Member Pos: 02 - Teacher, librarian Max Days: 187.0 Max Payments: 12 Overtime Eligible:

Supervisor: Position: Billet: Employee Number/Name:

Clear this field for new employees who are not entitled to a salary increase. Remember that the next year PMIS pay step reflects the same current year PMIS pay step.

[Human Resources > Maintenance > PMIS Position Modify > Budget](#)

For 10-month employees, if you have retirees who work in the LEA, confirm that the **TRS Status** field is set to 5 - Retired. If this field is incorrect, it is possible that the retiree will be labeled as TRS-eligible when moved to the current year payroll.



Back Cover