



Update staff demographic data

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Image

Maintenance > Staff Demo SessionTimer: 59 min and 44 sec HRS3000 County

Save

Employee: 000004 : ABDIN II, AARON ORVILLE Retrieve Directory Add Emp Documents

Demographic Information **Credentials** Verification Insurance Service Record Responsibility

Staff ID/SSN: 058-56-9973 Texas Unique Staff ID: 7425284325 Last Change: 06-09-2014

Name

Legal: [Title] [First] [Middle] [Last] [Generation] [Maiden Name]

Former: [Title] [First] [Middle] [Last] [Generation]

Addresses

	Number	Street/P.O. Box	Apt	City	State	Zip	Country
Mailing:	938	ALABASTER		Alamo City	TX TEXAS	47036	
Alternate:							
Supplemental:	Address		Country		Delivery Name		

Sex: [M Male] Citizenship: Driver's License: DL State: TX TEXAS

DOB: 08-23-1948 Marital Stat: [M Married] Deceased: DL Expir Date: 00-00-0000 Other Language:

Ethnicity Hispanic/Latino

Race (check all that apply, must select at least one)

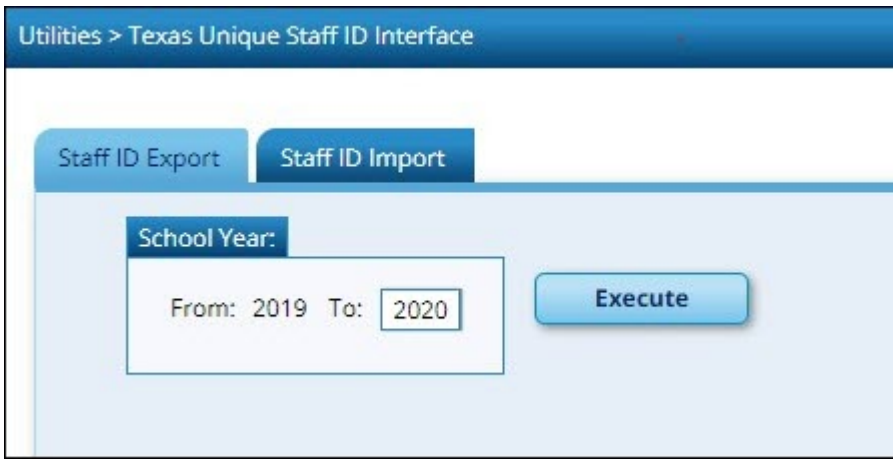
<input type="checkbox"/> American Indian Alaskan Native	<input type="checkbox"/> Native Hawaiian Pacific Islander
<input type="checkbox"/> Asian	<input checked="" type="checkbox"/> White
<input type="checkbox"/> Black African American	

Add new employees or update existing employees.

The Staff Demo tabs are shared between the current year and next year records; therefore, changes to the current year records are effective in the next year records, and vice versa.

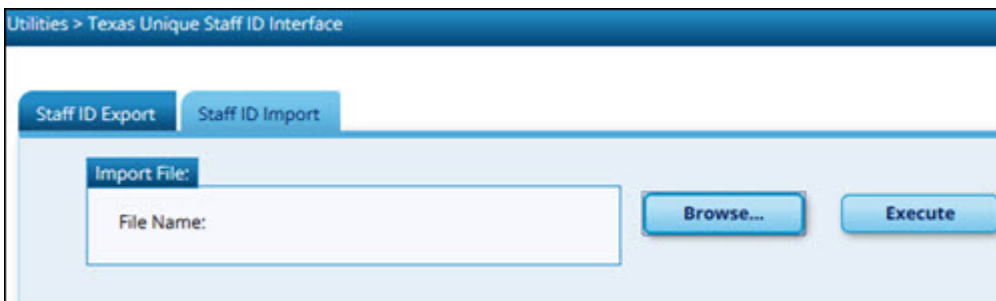
Remember: All employees must have a TX Unique ID number. The TX Unique ID number can be extracted in the next year pay frequency on the [Human Resources > Utilities > Texas Unique Staff ID Interface > Staff ID Export](#) tab.

Image



Save the file to your desktop and forward the file to your District PEIMS Coordinator to be processed.

[Image](#)





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