


**PAYROLL AUTHORIZATION  
REQUEST FOR UPGRADE**

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Employee Name	Amy Thrun
Current Grade & Rate	Grade 18 Step B \$21.83/hr
New Grade & Rate	Grade 21 Step C \$23.67/hr
Effective Date	01/29/2024
Reason for request:	1 Year & Certification Increase
REQUESTED BY	 52 - 1 A _____ Dept Head