Department Comprehensive Employee Employment History By Current Job Class

								Step 1			Step 2								
Dept	Budget Unit	Emp. #	Last Name	First Name	Class Code	Class Title	Bargaining Unit	Start Date	If current, enter today's date End Date	Mo of Service	Enter only unpaid LOA's of more than 30 days LOA1 Begin	LOA1 End	LOA1 Months	LOA1 Adjusted MO of Service	Enter only unpaid LOA's of more than 30 days LOA2 Begin	LOA2 End	LOA2 Months
Rep II																	
1000	8400	10000	Sample	Sample	60G21	Rep II (Dept Change)	J	7/1/2013	6/30/2017	48.67	7/28/2016	11/10/2016	3.50	46.17	5/10/2017	6/30/2017	1.70
1010	8400	10000	Sample	Sample	60G21	Rep II (Vol Demotion)	J	12/1/2012	6/30/2013	7.03			0.00	7.03			0.00
1010	8400	10000	Sample	Sample	60H11	Worker II	K	10/6/2012	11/30/2012	1.83			0.00	1.83			0.00
1010	8400	10000	Sample	Sample	60G21	Rep II	J	3/28/2012	10/5/2012	6.37	6/21/2011	10/24/2011	4.17	3.20	9/29/2008	3/30/2009	6.07
1010	8400	10000	Sample	Sample	60G01	Rep I	J	5/13/2006	3/27/2012	71.50			0.00	71.50			0.00
Rep III																	
1000	8400	20000	Sample	Sample	60G33	Rep III	J	8/21/2004	6/30/2017	156.53	7/26/2014	10/22/2015	15.10	142.43	7/20/2012	7/25/2014	24.50
1010	8400	20000	Sample	Sample	60G21	Rep II (Retitled)	J	8/10/2002	8/20/2004	24.70			0.00	24.70			0.00
1010	8400	20000	Sample	Sample	60G21	Rep II	J	4/8/2000	8/9/2002	28.43			0.00	28.43			0.00
1010	8400	20000	Sample	Sample	60G01	Rep I	J	10/13/1997	4/7/2000	30.23			0.00	30.23			0.00
Supv																	
1000	8400	30000	Sample	Sample	60G43	Supv	F	9/16/2006	6/30/2017	131.33			0.00	131.33			0.00
1010	8400	30000	Sample	Sample	60G33	Rep III (Retitled)	J	8/10/2002	9/15/2006	49.90	6/20/2002	1/11/2003	6.83	44.07			0.00
1010	8400	30000	Sample	Sample	60G33	Rep III	J	12/30/2000	8/9/2002	19.57			0.00	19.57			0.00
1010	8400	30000	Sample	Sample	60G21	Rep II	J	5/9/1998	12/29/2000	32.17			0.00	32.17			0.00
1010	8400	30000	Sample	Sample	60G01	Rep I	J	10/13/1997	5/8/1998	6.90			0.00	6.90			0.00

																	0.03	100.03	
																	Copy AL1..AM1 (above) to the same columns on the row grouped and summed (below)		
Step 3														Step 4			Step 5		
LOA2 Adjusted MO of Service	Enter only unpaid LOA's of more than 30 days LOA3 Begin	LOA3 End	LOA3 Months	LOA3 Adjusted MO of Service	Enter only unpaid LOA's of more than 30 days LOA4 Begin	LOA4 End	LOA4 Months	LOA4 Adjusted MO of Service	Enter only unpaid LOA's of more than 30 days LOA5 Begin	LOA 5 End	LOA5 Months	LOA5 Adjusted MO of Service	Total Service Months	Enter Formula on Last Record of Employee's Group of Timeslices as follows: =SUM(AI[start row num]:AI[end row num) For example: =SUM(AI6:AI10)	Number of Timeslices Grouped	Balancing Factor	Balanced Total Service Months		
45.47			0.00	45.47			0.00	45.47			0.00	45.47	**45.47**						
7.03			0.00	7.03			0.00	7.03			0.00	7.03	**7.03**						
1.83			0.00	1.83			0.00	1.83			0.00	1.83	**1.83**						
-1.87			0.00	-1.87			0.00	-1.87			0.00	-1.87	**-1.87**						
71.50			0.00	71.50			0.00	71.50			0.00	71.50	**71.50**	123.97	5	0.13	124.10		
118.93	12/22/2010	4/10/2011	3.63	116.30			0.00	116.30			0.00	116.30	**116.30**						
24.70			0.00	24.70			0.00	24.70			0.00	24.70	**24.70**						
28.43			0.00	28.43			0.00	28.43			0.00	28.43	**28.43**						
30.23			0.00	30.23			0.00	30.23			0.00	30.23	**30.23**	199.67	4	0.10	199.77		
131.33			0.00	131.33			0.00	131.33			0.00	131.33	**131.33**						
44.07			0.00	44.07			0.00	44.07			0.00	44.07	**44.07**						
19.57			0.00	19.57			0.00	19.57			0.00	19.57	**19.57**						
32.17			0.00	32.17			0.00	32.17			0.00	32.17	**32.17**						
6.90			0.00	6.90			0.00	6.90			0.00	6.90	**6.90**	234.03	5	0.13	234.16		