

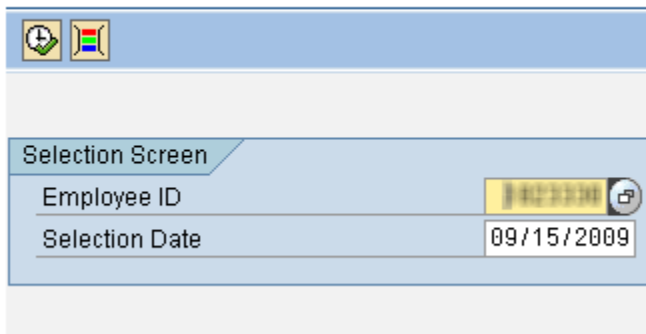
## EMPLOYEE OVERVIEW SCREEN

The Employee Overview screen is a “snapshot” of an employee’s information. This is a brief overview of the ZEMP transaction.


The transaction is initiated by entering data to define who and what time frame an HR user needs to view a particular employee’s information.

1. Enter **ZEMP** in the Command field on the Easy Access screen and press the Enter key or click the green check ball.

### EE HR Overview



Selection Screen	
Employee ID	<input type="text" value=""/>
Selection Date	<input type="text" value="09/15/2009"/>

2. Enter an Employee ID. You can enter the PERNR or click the matchcode to perform a search for the employee.
3. The current date defaults into the Selection Date field. You have the option to enter any date that the employee has data in the system. If you enter a date that is not valid, you receive the message ‘No Information for the date Entered’. If you are not authorized, you will receive a message indicating that you do not have authorization.
4. Click the Execute button  to perform the transaction.

The Employee Overview screen will display as of the selection date you entered on the first screen. The Run Date is the current date. The other fields are pulled from existing infotypes. (See next page for sample.)

**NOTE:** The data below is not real data.

## EE HR Overview

As Of: 09/01/2009

Run Date: 09/16/2009

## Employee Data

PERNR: ██████████  
 EE Name: ██████████  
 Employment St: Active  
 Personnel Area: Correction  
 EE Group: SPA Employees  
 EE Subgroup: FT N-FLSAOT Prob  
 Personnel Subarea: 7day Norm  
 Ann Sal/Hr Rate: \$48,935.00  
 PS Group: GR69 Level: GR  
 Cap.util.lvl: 100.00 WkHrs/Pd: 173.33 Monthly  
 DOB: 02/13/1981 Gender: F  
 Ethnic Origin: Asian (Non-Hispanic/Latino)  
 Disability: None/Prefer not to report  
 Military Status: N/A  
 Veteran Status: Non-Veteran  
 State EOD: 09/01/2009 Agency EOD: 09/01/2009  
 Length of Service: 000 Mths  
 Est Long Due Date: 08/2019

## Position Data

Position: 60076949 - Accounting Specialist II  
 Job: 30000500 - Accounting Specialist II  
 Supervisor: ██████████ - ██████████  
 Org Unit: 20013284 - COR SO DS3 CE CSM 02 DIRECTOR 2  
 EE Group: SPA Employees  
 EE Subgroup: FT N-FLSAOT Perm  
 Personnel Subarea: 7day Norm  
 Budgeted Salary: \$48,126.00  
 Exempt Status: No

## Time Data

Time Management St: 1 - Positive Time Recording  
 Working Week: 07 - Wk - Sun (mdnt) - Sat  
 Work Schedule Rule: D01N086N - MTWHF-8,SaS-0  
 OT Comp: Y 365 Holiday Payout: Y 365  
 Extended Duty: N 0.00 Holiday Premium: 50%  
 Callback: Y 0.00 EV Premium: Y 10%  
 On-Call: Y 0.94 WK Premium: Y 10%  
 Gap Hrs: Y 365 NS Premium: Y 10%

## Latest EE Action &amp; Salary Changes:

Most Recent Actn: New Hire (NC)  
 Reason: New Hire  
 Action Date: 09/01/2009  
 Amt Last Sal Chg: \$0.00  
 Salary Chg Date: 09/01/2009

---

 Disclaimer: Not for Public Information