

Departmental Payroll Breakdown Report

Department: Human Resources
Report Period: June 2024
Prepared By: Amanda Lee
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Payroll Breakdown

| Employee Name | Employee ID | Position | Base Salary | Bonuses | Deductions | Net Pay |
|---------------|-------------|-------------|-------------|---------|------------|----------|
| John Samson | HR1021 | Manager | \$5,200 | \$500 | \$350 | \$5,350 |
| Lisa Chang | HR1045 | Recruiter | \$3,400 | \$200 | \$180 | \$3,420 |
| Mike Dalisay | HR1066 | Coordinator | \$2,900 | \$150 | \$120 | \$2,930 |
| Zara Patel | HR1082 | Assistant | \$2,400 | \$90 | \$85 | \$2,405 |
| Total | | | \$13,900 | \$940 | \$735 | \$14,105 |

Important Notes

- This payroll report is confidential and for internal use only.
- All figures are calculated before applicable taxes.
- Bonuses and deductions may vary based on performance and policy.
- Please verify the data before forwarding to the finance department.
- Contact HR for any corrections or clarifications regarding employee data.