

# View Job Information

## Job Summary

The **Job Summary** page provides a summary of all job related history.

### Navigation:

**Workforce Administration > Job Information > Review Job Information > Job Summary**

Find an Existing Value

EmplID:	begins with	200001544
Empl Rcd Nbr:	=	
Name:	begins with	
Last Name:	begins with	
Second Name:	begins with	
Alternate Character Name:	begins with	
Middle Name:	begins with	

Case Sensitive

[Basic Search](#)

Enter the **EmplID** (Stony Brook ID)

Click **Search**

If you do not know the EmplID, enter the (full) **Name** (Firstname Lastname) or just the **Last Name**

Job Information

Customize | Find | View All | First | 1-7 of 16 | Last

Effdt	Eff Seg	Action Dt	Action	Actn Rsn
06/28/2007	0	07/06/2007	Pay Rt Chg	Across-The-Board Cor
11/30/2006	0	01/03/2007	Posn Chg	Job Reclassification
09/09/2006	0	11/17/2006	Data Chg	Reappoint/Change End
09/07/2006	1	09/07/2006	Erns Distn	Change Distribution
09/07/2006	0	09/07/2006	Data Chg	Change Location or De
07/01/2006	0	07/01/2006	Merit Incr	Merit Salary Increase
06/29/2006	0	06/29/2006	Pay Rt Chg	Across-The-Board Cor

Return to Search | Previous in List | Next in List

Click these tabs to view more information

Click **View All**

To view more detailed information about your employee's job history go to the **Job Data** component.

**Navigation:**

**Workforce Administration > Job Information > Job Data**

**Find an Existing Value**

EmplID:

Empl Rcd Nbr:

Name:

Last Name:

National ID:

Case Sensitive

Include History

[Basic Search](#)

Enter the **EmplID** (Stony Brook ID)

Click **Search**

If you do not know the EmplID, enter the (full) **Name** (Firstname Lastname) or just the **Last Name**



To view all of the effective dated rows of history make sure that you click the **Include History** button in the lower right corner of the window.

Click these tabs to go to each page and view specific information.

The screenshot shows an HR system interface with the following elements:

- Tabs:** Work Location, Job Information, Job Labor, Payroll, Salary Plan, Compensation, SB Job Data.
- Employee Info:** Brown, James; Employee ID: XXXX; Empl Rcd#: 0.
- Job Information:**
  - Employee Status: Active; Effective Date: 06/30/2005; Effective Sequence: 0; Action Date: 07/08/2005; Job Indicator: Not Applicable; Action / Reason: Pay Rate Change.
  - Position Number: 21032000; Instruct Supprt Spec; Position Entry.
  - Regulatory Region: USA; United States; Company: AF; Appropriated Funds.
  - Business Unit: USBNY; SUNY at Stony Brook.
  - Department: 84083500; Client Support; VP: 01; Department Entry Date: 06/10/1999.
  - Location: WESTCAMPUS; WestCampus.
  - Supervisor ID: ; Reports To: ; ID: ; Establishment ID: 001.
- Navigation:** View All, First, 1 of 1, Last.
- Bottom Bar:** Save, Return to Search, Previous tab, Next tab.
- Links:** Job Data, Employment Data, Earnings Distribution, Benefits Program Participation.

Click these **arrows** to view each effective dated row of history (or click **View All**)

Click these links to open additional pages with job related information

Click the **Job Data** link to return to this component

Click **Return to Search** to search for another employee's job data