## Workday: View pay rate for Additional Job

## ACCESS YOUR PERSONAL INFORMATION

Select the personal information application and select the "About Me" button.



Change	View
Personal Information	About Me
Emergency Contacts	Worker Documents
Preferred Name	Unions
Legal Name	
Home Contact Information	

You can also use the search bar and type in "about". Select the "About Me" Report.

Q	About	×
Ē	About <b>Me</b> Report	

## ABOUT ME

- **1.** Review the blue panel on the left of your screen.
- **2.** If you have an additional job, under your name you will see a small circle with 2 arrows.
- **3.** Click on this arrow and switch to your additional job (Job title will include a (+) after the name to identify it as your additional job).

Inpatient Licensed Practical Nurse (+			
Actions			
F	Phone Email Team		
88	Summary		
	Overview		
Ē	Job		
8	Personal		
•	Compensation		
0	Career		

**4.** After switching to your additional job, select the "Compensation" tab. This is where you can view your additional job rate.

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