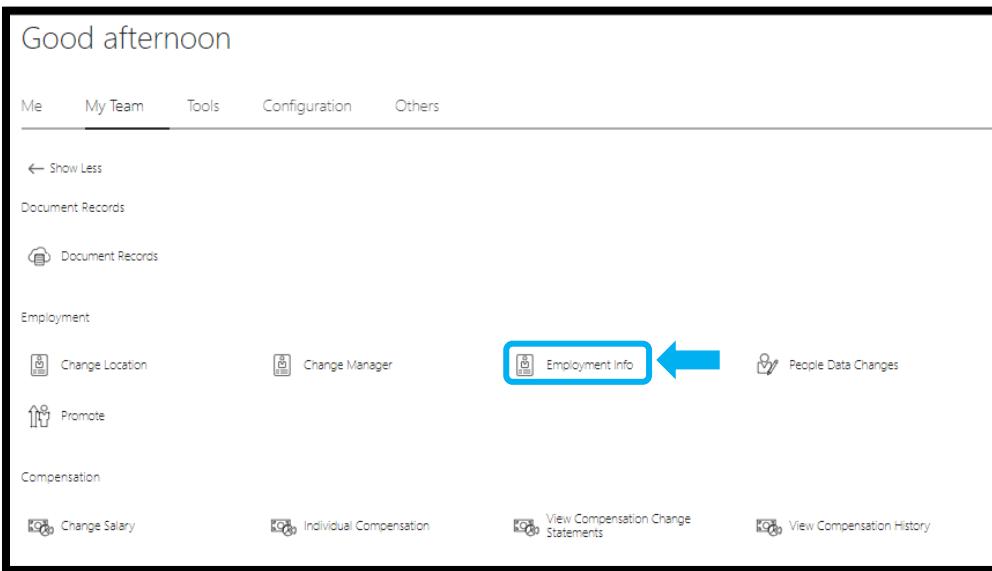


MANAGER SELF-SERVICE:

View Employee's Employment Info

View **Employment Info** – View employment information (Cost Center etc.)

1. Navigate to [Fusion HCM](#).
2. Select **Company Single Sign On** link (SSO) from the Oracle Applications Cloud sign-in page.
3. If prompted, enter your network login username and password, and click **Sign In**.
4. Click on the **My Team** tab, then click on **Show More** from the left actions menu.
5. Click on the **Employment Info** task.



Good afternoon

Me My Team Tools Configuration Others

← Show Less

Document Records

Document Records

Employment

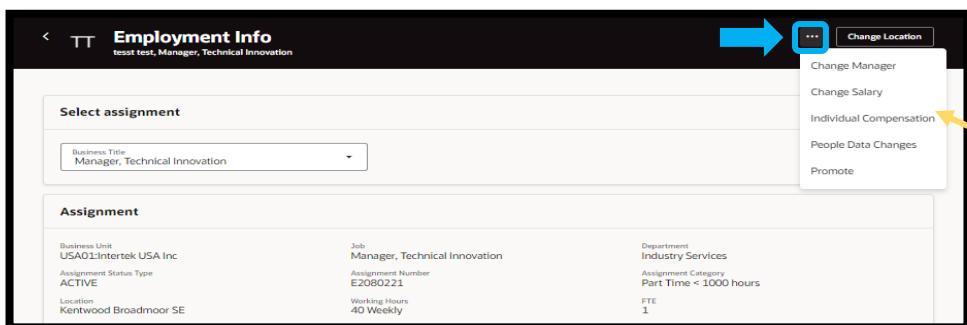
Change Location Change Manager Employment Info (highlighted with a blue box and an arrow pointing to it) People Data Changes

Promote

Compensation

Change Salary Individual Compensation View Compensation Change Statements View Compensation History

6. Select the **Name** of the employee to be reviewed.
7. From the **Employment Info** window, you can review the following information:
 - **Assignment** (Business Unit, Job Title, Business Line, Assignment Data, Location, Start Date, Person Number, and other relevant data)
 - **Managers** (Line Manager and HR Manager)
 - **Salary** (Salary type, Salary amount, Annual Salary)
 - **Additional Compensation** (Incentive or Bonus Programs, Auto Allowance)
 - **Historical Changes** (any changes made to the employee's assignment)
8. In the upper right corner, you may also use **Quick Actions** to *Change Manager*, *Change Salary*, process a one-time payment through *Individual Compensation*, process *People Data Changes*, or *Promote*.



Employment Info

test test, Manager, Technical Innovation

Select assignment

Business Title: Manager, Technical Innovation

Assignment

Business Unit: USA01:Intertek USA Inc

Assignment Status Type: ACTIVE

Location: Kentwood Broadmoor SE

Job: Manager, Technical Innovation

Assignment Number: E2080221

Working Hours: 40 Weekly

Department: Industry Services

Assignment Category: Part Time < 1000 hours

FTE: 1

Reference the respective Manager Self-Service Guide for these actions.