

# **HUMAN RESOURCES**

## **ASSIGN A CRAFT TO AN EMPLOYEE**

- You have to <u>add</u> a <u>Craft</u> before you can assign a Craft to an employee.
- Each employee can be assigned more than one Craft per Site / Branch but only one of those Crafts can be set as the Primary Craft.
- In the <u>Edit Employee</u> screen and <u>View Employee</u> screen, the Crafts docking panel lists all the Crafts linked to the selected employee.

**Ribbon Access: Finance / HR Employees** 

The **Employees** listing screen will display.

#### **SELECT EMPLOYEE**

- Select the **row** of the employee you wish to assign a **Craft** to.
- Click on **Edit**.



_						Employees - Nucleus Service: Versi								_	
Home E	Equipm	ent / Locations	Contract	Finance / HR	Inventory	Maintenance / Projects	Manufacturing	Procurement	Sales	Service	Reporting	Utilities		- 0	
	S				<u> </u>										
	o														
id Edit Delete	View	save Layout Wor	kspaces Reports	Export Refresh	Print										
Maintenance		Format	Vie	w Curre	Print										
nks #	1 Dra	a column header	here to group by the	at column											
		EmployeeN	FullName				EmailAddress				Manager				
r text to search	<u>م</u>	#[]C	#[]c				a∏c				a 🛛 c				
Addresses		1 CO3Admin	CO3 Administrator								Eliseo Felix				
		2 ROW001	Eden Rowan												
		3 FOX967	Alianna Fox				alianna.fox@attexampled	lomain.coza			Antonio Gordon				
		4 GOR956	Antonio Gordon				antonio.gordon@attexam	pledomain.coza			Ellianna Pugh				
Overtime and Holidays		5 MCK133	Taylor McKenzie				taylor.mckenzie@attexam	pledomain.coza			Ellianna Pugh				
		6 SCO397	Scott Scott				scott.scott@attexampled	omain.coza			Aurora Barr				
		7 BAR882	Aurora Barr				aurora.barr@attexampled	domain.coza			Ellianna Pugh				
Competence Management		8 HIG188	Harley Higgins				harley.higgins@attexamp	ledomain.coza			Leighton Gibbs				
		9 GIB539	Leighton Gibbs				leighton.gibbs@attexamp	ledomain.coza			Ellianna Pugh				
	-	10 STA045	Deacon Stanley				deacon.stanley@attexam	pledomain.coza			Gracelyn Pierce				
		11 PIE284	Gracelyn Pierce				gracelyn.pierce@attexam	pledomain.coza			Ellianna Pugh				
		12 FRA202	Nicolas Franklin				nicolas.franklin@attexam;	pledomain.coza							
		13 FER996	Angela Fernandez				angela.fernandez@attexa	ampledomain.coza			Bentley Kane				
		14 KAN277	Bentley Kane				bentley.kane@attexample	edomain.coza			Ellianna Pugh				
		15 PUG956	Ellianna Pugh				ellanna.pugh@attexampl	edomain.coza			Eden Rowan				
		16 DON348	Judson Donaldson				judson.donaldson@attexa	ampledomain.coza			Ellianna Pugh				
Custom Details		17 PHE472	Natasha Phelps				natasha.phelps@attexam	pledomain.coza			Hamza Decker				
		18 DEC862	Hamza Decker				hamza.decker@attexamp	ledomain.coza			Ellianna Pugh				
		19 SIN261	Aleena Singh				aleena.singh@attexample	edomain.coza			Ellianna Pugh				
		20 BEI256	Louis Beil				louis.beil@attexampledom	nain.coza			Ellianna Pugh				
		21 FIE375	Itzel Fields				itzel.fields@attexampledo				Ellianna Pugh				
		22 BAI223	Clayton Bailey				dayton.bailey@attexamp	ledomain.coza			Kennedy Byrd				
		23 BYR113	Kennedy Byrd				kennedy.byrd@attexamp				Ellianna Pugh				
		24 HO624	Cristian Ho				cristian.ho@attexampledc	omain.coza			Calliope Pruitt				
		25 PRU026	Calliope Pruitt				callope.pruitt@attexampl	edomain.coza			Ellianna Pugh				

• The Edit Employee screen will open.

## **SELECT CRAFT TO ASSIGN**

- In the **Crafts** frame, **right-click** on any field in the last blank row.
- A Process menu will pop up.
- Click on Add New Craft.

Φ -			L.	dt Employee - Nucleus Service: Vers										
Save Back Save Lay	quipment / Locations	s Contract Financ		Maintenance / Projects		Manufacturing	Procuremen	t Sales	Service I	Reporting L	Utilities		- 0	×
Links *	Employee Number		Physical Address			Dependants								<b></b>
Enter text to search	First Name Second Name	Alianna	]•											
Enter text to search >	Initials	AE	• City			ag a column header h	here to group by that	t column						Q
Addresses	Last Name		* Province			FirstName	MiddleName	LastName	IDNumber	BirthDate		Dependant		
	ID Number		Postal Code		T	* <b>⊡</b> ¢	*[]c	*[]:	*[]:	-	8[]C 8	]c		
	Birth Date	22 Aug 2023 -	Country		1									
Overtime and Holidays	Phone Number (W)													
	Extension(W)		Postal Address											
Competence	Phone Number (H)					el. 10								
Management	Fax Number Mobile Number				-	Shifts								4
		alianna.fox@attexampledomain.c	City			ag a column header h	nere to group by that	t column						Q
Payroll Data	Passport Number	alanna.toxigattexampledomain.o	Province Postal Code			StartDate	ShiftName	StartDay						
	Marital Status		Country		Ŧ	-	10:	-						
Banking Details	Manager	Antonio Gordon 🖉			•	22 Aug 2023	First Shift		1					
coming occord	Department	Accounts A												
	User ID													
Custom Details	Bank Name		Branch Name		6	Crafts								7
	Account Name		Branch Code											
	Account Number		Account Type	*		ag a coli Process	by that	t column						Q
Loans	Default Account					Craft Craft		SiteDescription	AccountCode	COSAccCode	CostEstimate	Rate	IsPrimar	
					T	Add n		10:	10: 	×0:	-	-	*[]c	
Organisation Chart					Ι.	IMPL3 X Delete	craft 🚽	KwaZulu-Natal	1100	2100	500.00	1,000.00	Tes	
						L								



- The **Select a craft** pop-up screen will appear.
- Select the **row** of the **Craft** that you wish to assign to this employee.
- In this image **STKJ** Stock Control Junior has been selected.
- Click on Ok.

۰ -																
80 5	quipment / Location	s Contract Fin	ance / HR	Inventory	Maintenance / Projects	1	Manufacturin	g Procur	ement	t Sales	Service I	Reporting	Utilities		- 0	×
Processing	Format															^
Links #	Employee Number First Name		* Phy	/sical Address		E	Dependan	ts								<b></b>
Enter text to search P	Second Name	Alanna														-
	Initials	AE		City			ig a column head	ler here to group		: column						Q
Addresses	Last Name			Select a cra	ft)						_		<	IsDependant		
	ID Number			Home	_								*[]:	• 🗆 ¢		
	Birth Date	22 Aug 2023	*													
Overtime and Holidays	Phone Number (W)			$\otimes$												
	Extension(W)		P	Ok Back	Save Layout											
Connections	Phone Number (H)			Process	Format								^			
Competence Management	Fax Number				eader here to group by that colum								Q			÷
	Mobile Number			-									~			Q
Payroll Data	Email Address	alianna.fox@attexampledon	iain.c	CraftName	CraftDesc			AccountCode		ccCode						2
	Passport Number			SA	Safety Officer			*Uc 1100	ALLC 2100							
	Marital Status		w	SECJ	Security Junior			1100	2100							
Banking Details		Antonio Gordon	2	SECS	Security Senior			1100	2100							
	Department		Q	SERVJ	Service Centre Junior			1100	2100							
	User ID		2	SERVS	Service Centre Senior			1100	2100							
Custom Details	Bank Name		Ŧ	BI STKJ	Stock Control Junior			1100	2100							-
	Account Name			B STKS TECHJ	Stock Control Senior Technician Junior			1100	2100							
	Account Number			Ac	Technician Junior			1100	2100				*			Q
Loans	Default Account												le CostEstimate	Rate	IsPrimary	·
						T	n∏c	a∏c		<b>e</b> ∏c	<b>4</b> ⊡c	* <b>[</b> ]:	-	-	€©¢	
Organisation Chart							IMPLJ	Implementati	ons	KwaZulu-Natal	1100	2100	500.			
Organisation Chart						1							0.	0.0	No	

### **ASSIGN CRAFT TO A SITE**

- The **Select a site** pop-up screen will appear.
- Select the **row** of the **Site** you wish to allocate to this employee.
- Click on **Ok**.



Home Ed	uipment / Location	s Contract Fina	ance / HR Inv	entory	Maintenance / Projects		Manufacturing	Procureme	nt Sales	Service	Reporting	Utilities		- 0	0
30 5															
ve Back Save Lay	ut Workspaces														
rocessing	Format														
	Employee Number	FOX967	<ul> <li>Physical</li> </ul>	Address		Γ.		-							
inks #	First Name	Alianna	•			Ľ	Dependant	5							
er text to search P	Second Name														
	Initials	AF	•	City											
	Last Name	Fox	* F	rovince		-	r not to the		*[]c	all c	=	*[]C	+Qc		
	ID Number		Pos	tal Code		+									
Overtime and		22 Aug 2023	-	Country											
	Phone Number (W)			Selec	t a cita	-					- 0	×			
	Extension(W)		Postal	A(	( ) and										
Competence	Phone Number (H)			Home											
	Fax Number Mobile Number			$\odot$	6 🖬										
				₩ ≪	Back Save Layout										
		alianna.fox@attexampledom													
	Passport Number Marital Status		Pos												
		Antonio Gordon	•	C Drag a co	umn header here to group by that	t colu	umn					Q			
	Department		0		escription										
	User ID	Accounts	0	Ψ s∏c								<u>^</u>			
Custom Details					rn Cape										
	Bank Name		- Brand	Caut											
	Account Name		Bran	C Kunz											
Loans	Account Number Default Account		Accou	Limpo											
	Default Account			Mpun	alanga							osti	Estimate Rate	IsPrim	
				North	West								500.00 1/	1000.00 Yes	
Organisation Chart					ern Cape								0.00 1/	0.00 No	
				West	ern Cape	-					_	•		1100	
										11			2023.9.0.14 All		

 In the Crafts panel you can see that the Craft Name, Craft Description and Site Description columns have now been populated.

Image: Compare L/Location         Contract         France / HR         Imate / Propert         Manufacturing         Processing         Said         Said         Report / Location         Litik         -         0           Image: Compare L/Location         Contract         France / HR         New total         Said         Said         Report / Location         Litik         -         0           Image: Compare L/Location         Said         Said         Said         Report / Location         -         0           Image: Compare L/Location         Said         Said         Report / Location         -         0         - </th <th></th>																
Image: Section with sections       Function with sections       Section with sections       Section with sections       Sections <th>Home</th> <th>Equipment / Location</th> <th>s Contract</th> <th>Finance / HR</th> <th>R Inventory</th> <th>Maintenance / Projects</th> <th></th> <th>Manufacturing</th> <th>Procurement</th> <th>Sales</th> <th>Service F</th> <th>Reporting I</th> <th>Jtilities</th> <th></th> <th>- 0</th> <th></th>	Home	Equipment / Location	s Contract	Finance / HR	R Inventory	Maintenance / Projects		Manufacturing	Procurement	Sales	Service F	Reporting I	Jtilities		- 0	
Sector	30 6															
Account James       Free         Links       Free         Advance       Image: Application of the state	ave Back Save															
Inks     0		v														
Links       Image       Image <th< td=""><td>Processing</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></th<>	Processing															
Second lises       Second lises <th< td=""><td>Links</td><td>п</td><td></td><td></td><td>Physical Address</td><td>1 Lint Place</td><td>C</td><td>Dependants</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></th<>	Links	п			Physical Address	1 Lint Place	C	Dependants								
Addresse     Initial at lans     Image: Constraint of the second			Alanna													
Addeem       Latilane       Maddem       Latilane       Dualse       Balance	ter text to sea of		ΔF		City	Darban	Dra	ag a column header	here to group by that	column						
Defense all Account Tame         Postal Account Subsynce         Postal Accoun	Addresses															
Outlog of Holds Humble (I)         Country Such Africa           Pone Humber (I)							Y	* [] c	k∏c	NDC .	N[]C	-	NIIC .	∎C.		
Openation         Priore Runder (0)         P		Birth Date	22 Aug 2023	-			1									
Point Rumber (n)     Point Rumber (n)       Rord Data     Far Rumber (n)       Rord Data     Example (n)       Rord Data     Far Rumber (n)	Overtime and Holidays	Phone Number (W)														
Carbon product       Shifts         Paral data in the image in the im		Extension(W)			Postal Address											
Maxigurent     Arai fumbre       Produit lung     Image       Produit lung     Image       Parantial State     -       Parantial State     -       Image     Produit Code       Braing Databati     -       Braing Databati     -       Constitutione     -       Constitutione     -       Brain State     -	Compatiance	Phone Number (H)														
Curve							S	Shifts								
Paysof Data     Total Addres     Barchan     Provinc       Passor Thump     Possor Thump     Postal Cole     Postal Cole       Passor Thump     Postal Cole     Postal Cole     Postal Cole       Control Data     Postal Cole     Postal Cole     Postal Cole       Department     Postal Cole     Postal Cole     Postal Cole       Contro Data     Postal Cole     Postal Cole     Postal Cole       Account Tame     Postal Cole     Postal Cole     ColeScopedor       Account Tame     Postal Cole     Postal Cole <t< td=""><td></td><td>Mobile Number</td><td></td><td></td><td>City</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></t<>		Mobile Number			City											
Postal code     Postal code       Burkry Datals	Payroll Data	Email Address	alianna.fox@attexar	npledomain.c	Province											
Normal Section         Ocenantry         Country         I         2 Augr 2023         Pert SP/th         1           Beskrap Catalation         Person File         Auronitic Auronite Auronite Auronitic Auronitic Auroniti Auronitic Auronitic Aur					Postal Code											
Catile Defail     Department     Account Tome       Catile Defail     Branch Name     Branch Name       Account Tome     Branch Name     Crafts       Love     Default Account     Crafts       Default Account     Crafts       Unre Default Account     Crafts       Default Account     Crafts		_		*	Country					- 1						
Outer ID         P           Cartino Detailo         Baak Kaane         -         Branch Kaane         Crafts           Account Kame         Branch Kaane         -         Branch Kaane         -           Account Kame         Branch Kaane         -         Branch Kaane         -           Behak Kaane         -         Branch Kaane         -         -           Branch Kaane         -         Branch Kaane         -         -           Behak Kacount Kame         -         Branch Kaale         -         -           Behak Kacount Kame         -         CardPoince         Station Point Colume         -           CardPoince         OutPoince         Station Point Colume         -				Q			*									
Bank Name         Brank Name         Brank Name         Brank Name         Crafts           Account Name         Brank Code         Drak Science Name         Science Nam         Science Name         Sc			Accounts	P												
Lotes         Stands Account Tage         Carts           Lotes         Account Tage         Account Tage         Data action header here to group by field clum           Default Account Tage         Account Tage         Caffsame         Stackeoroption         Konnettage         Rate         Field           Default Account Tage         Account Tage         Field Caffsame         Stackeoroption         Konnettage         Rate         Rate         Rate         Field Caffsame         Rate         Rate         Field Caffsame         Rate         Rat         Rate         Rate		_		4												
Count Number         Account Type         Dig a column header here its group by that column         Conference         Collage acclumn header here its group by that column           Default Account         Conference         Stat/Strange         Collage acclumn header here its group by that column         Conference         Stat/Strange         Collage acclumn header here its group by that column           Y         P(R)         Stat/Strange         Stat/Strange         Collage acclumn header here its group by that column           Y         P(R)         Stat/Strange         Stat/Strange         Stat/Strange         Stat/Stat/Stat/Stat/Stat/Stat/Stat/Stat				*			0	Crafts								
Linter         OrdPlane         OrdPlane         Stat/energion         Accurtoide         Codescute         Rate         Linter           Y         Qk         <																
Visitiant         Usitiant	Loans				Account Type	٣										
194PLJ Implementations J., Kwa2uU-Hatal 1100 2100 500.00 1,000.00 Yes		Default Account					-	-		-	_					
		_					T									
							1									
								·	,							

- Now you can type in :
  - Craft Cost Estimate
  - Current Craft Rate
  - Primary Craft status

Help v2024.5.0.7/1.0 - Pg 4 - Printed: 17/07/2024



© -													⊞ – Ø ×			
Save Back Save Lays	uipment / Locations	s Contract Financ	e / HR Inventory	Maintenance / Projects	1	Manufacturing	Procurement	t Sales	Service R	eporting L	Jtilties			0 X		
Links #	Employee Number		<ul> <li>Physical Address</li> </ul>		-	Dependants										
LITIKS *	First Name	Alianna	•		-	rependants								Ŷ		
Enter text to search P	Second Name				Dra	ag a column header i	here to group by that							Q		
Addresses	Initials	AF	* City													
- Houresses	Last Name	Fox	Province			*Dc	*[]c	+CC +CC	10Homoci	=	*Dc	•[]c				
	ID Number		Postal Code		Þ											
Overtime and		22 Aug 2023 -	Country													
Holidays	Phone Number (W)															
	Extension(W)		Postal Address													
Competence	Phone Number (H) Fax Number				c	Shifts										
Management	Mobile Number				3	brintes								~		
		alianna.fox@attexampledomain.e	City		Dra	ag a column header i	here to group by that	: column						Q		
Payroll Data	Passport Number	alanna.toxigattexampleoomain.i	TIOTING			StartDate	ShiftName									
	Marital Status		Postal Code		Ŧ	-	*[]c	-								
		Antonio Gordon	Country		Þ	22 Aug 2023	First Shift		1							
Banking Details	Department															
	User ID															
Custom Details	Bank Name		Branch Name													
	Bank Name Account Name	•	Branch Code		C	Crafts								7		
	Account Number		Account Type											Q		
Loans	Default Account									COSAccCode	CostEstimate	Rate	IsPri			
						ADC	alle	*Dc	•@c	+Dc	=	=	104			
						IMPLJ	Implementations		1100	2100	500	.00 1,	000.00 Yes			
Organisation Chart					1	STKJ	Stock Control Jun	KwaZulu-Natal	1100	2100	300	.00	750.00 No	-		

 Each employee can be assigned more than one Craft per Site / Branch but only one of those Crafts can be set as the Primary Craft.

If this additional **Craft** is not a **Primary Craft**, then you should choose **No** from the drop-down menu in this column.

¢ -															
B Home E	uipment / Location	Contract Financ	e / HR Inventory	Maintenance / Projects		Manufacturing	Procuremen	t Sales	Service F	eporting (	Utilities		- 0	×	
	out Workspaces													^	
Links #	Employee Number		<ul> <li>Physical Address</li> </ul>		Г	Dependants								-	
	First Name	Alianna	. L		_	- op officialities									
Enter text to search P	Second Name Initials					ag a column header	here to group by that	t column						Q	
Addresses			City			FirstName	MiddleName	LastName	IDNumber	BirthDate		IsDependant			
	Last Name ID Number	Hox	* Province Postal Code		٣	∎c.	e[]c	NDC .	e 🗌 c	-	a 🗆 c	():			
		22 Aug 2023 -	Country		+										
Overtime and Holidays	Phone Number (W)		Country												
	Extension(W)		Postal Address												
Competence	Phone Number (H)														
Management	Fax Number				S	Shifts								7	
	Mobile Number		City											Q	
Payroll Data	Email Address	alianna.fox@attexampledomain.e	Province											~	
	Passport Number		Postal Code		-	Startuate		StartDay							
	Marital Status	-	Country			22 Aug 2023	First Shift		1						
Banking Details	Department	Antonio Gordon			*	-									
	User ID	Accounts A													
Custom Details					-										
Custom Details	Bank Name	-	Branch Name		0	Crafts								Ŧ	
	Account Name		Branch Code Account Type		Des	an a column header								Q	
Loans	Default Account		Account Type	· · · · ·					AccountCode				IsPrimar		
						eraruvame #Ec	ille		ACCOUNTCODE ACC	REC	e Costestinate	-	*Dc	,	
						IMPLJ	Implementations		1100	2100	500.0				
Organisation Chart					1	STKJ	Stock Control Jun	KwaZulu-Natal	1100	2100	300.0	0 750.00	No		
													Yes		
													No		



### **SAVE ASSIGNED CRAFT**

• When you have finished adding the **Craft details**, click on **Save**.

۰ -			Ed	t Employee - Nucleus Service: Versio	on 202	23.9.0.14 - All Thin	gs Example Company					œ –	٥	×
B Home E	quipment / Locations	s Contract Finance	e / HR Inventory	Maintenance / Projects	N	Manufacturing	Procurement	t Sales	Service Rej	porting l	Jtilities		- 0	×
Save Back Save Lay	out Workspaces													
Processing	Format													^
Links #	Employee Number		<ul> <li>Physical Address</li> </ul>		D	ependants								-
	First Name	Alianna	•		_	ependunta								
Enter text to search P	Second Name				Dra	g a column header	here to group by that	: column						P
Addresses	Initials		* City			FirstName	MiddleName	LastName	IDNumber	BirthDate				
	Last Name	Fox	Province		Ŧ	NDC	#∐c	*[]c	a∐c	-	allic al	De .		
	ID Number		Postal Code		)÷									
Overtime and		22 Aug 2023 -	Country											
Holidays	Phone Number (W) Extension(W)													
			Postal Address											
Competence	Phone Number (H) Fax Number				c	hifts								
Management	Mobile Number				3	TIIICS								
		alianna.fox@attexampledomain.c	City		Drag	g a column header	here to group by that	: column						P
Payroll Data	Passport Number	alarma.roxigattexampledomain.c	, itotilice			StartDate	ShiftName							
	Marital Status		Postal Code		Ŧ	-	∎⊡c	-						
		Antonio Gordon	Country		)÷	22 Aug 2023	First Shift		1					
Banking Details	Department				*									
	User ID	P												
Custom Details	Bank Name		Branch Name		6	rafts								
	Account Name		Branch Code		-	ranto								
	Account Number		Account Type	*	Dra	g a column header	here to group by that	column						P
Loans	Default Account					CraftName			AccountCode	COSAccCode	CostEstimate	Rate		
					Ŧ	*[]:	a 🛛 c	•[]c	4[]C	4() C	-	-	*():	
						IMPLJ	Implementations	KwaZulu-Natal	1100	2100	500.00	1,000.	00 Yes	
Organisation Chart					1	STIKJ	Stock Control Jun	KwaZulu-Natal	1100	2100	300.00	750.	00 No	-
Open Windows ~									Liner : Brinitte	24.Oct 2023	Version : 2023.9.0.1	A Al Thing	ve Evamola (	Company
open whoows v									user : Brigitte	24020 2023	Tersion : 2023.9.0.1	Al Ining	р схатріе с	Jumpany

- A message box will appear advising the following:
  - Employee: [] has been saved.
- Click on Ok.

۰ -														
Back Save Lay	uipment / Locations	s Contract Finance	e / HR Inventory	Maintenance / Projects	1	Manufacturing	Procuremen	t Sales	Service R	eporting l	Jtilties		0	× ^
Links *	Employee Number First Name		<ul> <li>Physical Address</li> </ul>		C	ependant	5							-
Enter text to search P	Second Name													ρ
Addresses	Initials	AF	* City											~
A007 (5515)	Last Name	Fox	* Province			a 🛛 c	*():	*D:	*[]c	=	*[]c *[]			
	ID Number		Postal Code		>									
Overtime and Holidays	Phone Number (W)	22 Aug 2023 -	Country											
( MUB y S	Extension(W)		Postal Address											
Competence	Phone Number (H)				_		×							
Management	Fax Number													7
	Mobile Number		City	Employee : FO	X967	has been saved	to group by that							Q
Payroll Data	Email Address Passport Number	alianna.fox@attexampledomain.c	Trovince _				ShiftName							
	Marital Status		Postal Code Country			ОК		-						
Banking Details		Antonio Gordon 🖉	Country		÷	22 Aug 2023	First Shift		1					
our way becaus	Department	Accounts P			•									
	User ID	R												
Custom Details	Bank Name		Branch Name		C	rafts								<b>7</b>
	Account Name		Branch Code											
Loans	Account Number		Account Type	*			r here to group by that							Q
Louis	Default Account					CraftName	CraftDesc	SiteDescription	AccountCode	COSAccCode		Rate	IsPrimary	
					ľ		∎c Implementations	elle Kwa7ulu-Natal	*[]c 1100	2100	= 500.00	= 1,000.00	*Ek Yes	
Organisation Chart						STKJ	Stock Control Jun		1100	2100	300.00			
					+									

• You will return to the **Employees listing screen**.



MNU.021.002

Help v2024.5.0.7/1.0 - Pg 7 - Printed: 17/07/2024

CO3 Technologies (Pty) Ltd © Company Confidential