
Form - Employee - Amendment to Pay Rate

Date	
First Name	
Last Name	
Relevant Position	

Dear

RE: Amendment to Pay Rate

Congratulations on completing your Certificate IV in Disability, please find detailed herein, amendments to your working conditions with Headway Gippsland Inc.

Permanent Amendment

Details of these permanent amendments are as follows,

1. On 23-Mar-23 your pay rate will change from 37.54 to 44.71 per hour.
2. The dates of your current Employment Contract remain the same:
 - From: 23-May-22

All other conditions of your employment remain unchanged as determined by your Employment Agreement.

Please sign and return this variation to employment no later than 17-Apr-2023.

Yours sincerely

Debbie Lee
Operations Manager

Form - Employee - Amendment to Pay Rate

Employee

Name	
Old Rate	37.54 per hour
New Rate	44.71 per hour
Reason	Gained Certificate IV Disability Qualification
Date	
Signature	