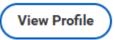
Accessing your pay grade range in Workday

- 1) Log into Workday
- 2) Click on the Profile A icon on the upper right corner of the home page
- 3) Click on the View Profile button



4) The Summary page should default appear and on the right-hand **Job Details** side of the page, click on the active link next to **Job Profile**

Job Details

Employee ID B10018027

Supervisory Organization Bentley University (PM) (Elrie Chrite) >> Human Resources (PM) (Vince Poon)

Position P31785 Test Assistant Director

Business Title Test Assistant Director

Job Profile Test Assistant Director

5) On the Job Profile page, your Compensation Grade Range information is found just below the Job Description

Compensation Grade Range ST01-E: \$26,200.00 - \$41,900.00

