## Employee Information

**Archdiocese of Miami**

**Finance Office - Payroll**

**9401 Biscayne Boulevard**

**Miami Shores, FL 33138**

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| Personal Information |
| Full Name: |  |  |  |
|  Last | First | M.I. |
| Address: |  |  |
|  Street Address | Apartment/Unit # |
|  |  |  |  |
|  City | State | ZIP Code |
| Home Phone: |  | Alternate Phone: |  |
| E-mail Address: |  |
| Driver License Number: |  |
| Social Security Number or Government ID: |  |
| Birth Date: |  | Marital Status: |  |
|  |
| Emergency Contact Information |
| Full Name: |  |  |  |
|  | Last | First | M.I. |
| Address: |  |  |
|  | Street Address | Apartment/Unit # |
|  |  |  |  |
|  | City | State | ZIP Code |
| Primary Phone: |  | Alternate Phone: |  |
| Relationship: |  |

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| Job Information – For Office Use ONLY |
| Title: |  | Department: |  |
| Supervisor: |  | E-mail Address: |  |
| Work Location: |  | Cell Phone: |  |
| Pay/Rate: |  | Work Phone: |  |
| Status: | Exempt / Non-Exempt | F/T, P/T, Temp: |  |
| Start Date: |  |  HR Approval: |  |
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