



Last Updated April 4, 2019



EMPLOYEE SELF-SERVICE: EMPLOYEE DASHBOARD



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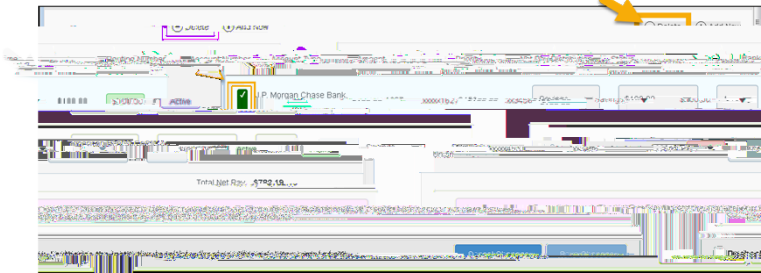


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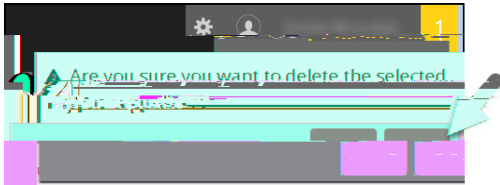
DELETE BANKING INFORMATION

*** If replacing an existing bank: Delete the existing bank BEFORE adding the new.

1. Select Direct Deposit Information from Employee Dashboard
2. Check the box on the left of the bank to be removed and click Delete



3. Select Delete on Warning message toward the top of the page



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CONTACT INFORMATION

Need Help?

Contact:

Direct Deposit, Payroll, or Tax Information: Payroll Office: _____

Personal or Employment Information: Human Resource Service Center: _____

Benefit Information: Human Resources Total Rewards: _____

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