

## **Oracle Fusion**

## Employee Guide How to access your employment information



To view your Employment Information, once you log into Oracle Fusion you should click on the "Me" tab and then "Personal Information".



Once the Personal Information screen opens you need to select the "Employment Info" tile.



If you have more than one assignment, you will need to select the correct assignment via the drop-down menu under the Business Title at the top of the page.

Jusiness		
603605.	Iome Carer; E8918037-2; South Lanarkshire C	Counci ;E 🗸

At the bottom of the screen, you can view any additional assignment information (annual leave adjustments etc), your line manager and your Employment History, this will show any previous changes.

dditional Assignment Info		~
lanage		
EM Elle McKay E8876243	Line manager	
mployment History		^
Temporary Assig	Start Date 11-Sep-2023	
Increased Workload	E8918037	
	Lest Heddad Date 01 May 2024	
Last Updated By 8918037	Last Updated Date 01-Mar-2024	
Last Updated By 8918037 Assignment Change	Last Updated Date 01-Mar-2024 Start Date 07-Jul-2023	
Last Updated By 8918037 Assignment Change Last Updated By 8918037	Last Updated Date 01-Mar-2024 Start Date 07-Jul-2023 E8918037	
Last Updated By 8918037 Assignment Change Last Updated By 8918037	Last Updated Date 01-Mar-2024 Start Date 07-Jul-2023 E8918037 Last Updated Date 01-Mar-2024	
Last Updated By 8918037 Assignment Change Last Updated By 8918037 Hire	Last Updated Date 01-Mar-2024 Start Date 07-Jul-2023 E8918037 Last Updated Date 01-Mar-2024 Start Date 25-May-2022	
Last Updated By 8918037 Assignment Change Last Updated By 8918037 Hire Last Updated By FUSION_APP5_HCM_ES5_LOADER_APPID	Last Updated Date 01-Mar-2024 Start Date 07-Jul-2023 E8918037 Last Updated Date 01-Mar-2024 Start Date 25-May-2022 E8918037	

If you need this information in another language or format, please contact us to discuss how we can best meet your needs. Phone 0303 123 1015 or email <u>equalities@southlanarkshire.gov.uk</u>.