

# NAVFAC SW EMPLOYEE PROFILE SHEET: SAFETY

## PERSONAL INFORMATION

1. FIRST NAME:  2. MIDDLE NAME:  3. LAST NAME:

4. SSN:  5. DOD EDI:  6. DATE OF BIRTH:

## CONTACT INFORMATION

7. WORK PHONE:  8. EMAIL:

## SUPERVISOR INFORMATION

9. SUPERVISOR'S FIRST NAME:  10. SUPERVISOR'S MIDDLE NAME:

11. SUPERVISOR'S LAST NAME:  12. SUPERVISOR'S PHONE:

## EMPLOYMENT INFORMATION

13. DATE EMPLOYEE CHECKS ON BOARD:

14. EMPLOYEE'S WORK LOCATION:

15. EMPLOYEE'S PAY PLAN (GS, WG, ETC.):  16. EMPLOYEE'S SERIES:

17. EMPLOYEE'S GRADE/PAY PAND:  18. EMPLOYEE'S STEP:

19. EMPLOYEE'S JOB TITLE:

20. EMPLOYEE'S ORG. CODE:  21. EMPLOYEE'S WORK CENTER CODE:

22. EMPLOYEE'S FUNDING SOURCE: GENERAL FUND  WORKING CAPITAL FUND  NAF

23. IS NEW EMPLOYEE A CONTRACTOR? YES  NO

24. IS NEW EMPLOYEE AN INTERN? YES  NO

**ONCE FORM IS COMPLETE, PLEASE BRING WITH YOU ON YOUR FIRST DAY AND SUBMIT TO SAFETY 09SE**