

## STAFF DATA ELEMENTS

FIELD NAME	FORMAT	LENGTH	EDIT MASK	DESCRIPTION
PIN-WIN_IND	A	1		This indicator will indicate if the record is either a PIN record or a WIN
PIN-WIN-NUMBER	N	6		Position Identification Number or
OCCU-CD	N	9		This is a unique identifier for an occupation. This is also called Job
OCCU-TITLE	A	35		Describes the title of an occupation or
PERSON-ID	A	12		System generated ID that uniquely
LAST-NAME	A	20		Employee's last name.
FIRST-NAME	A	15		Employee's last name.
MIDDLE-NAME	A	15		Employee middle name.
NAME-SUFFIX	A	4		Employee's title where applicable.
STREET-ADDR-1	A	40		First occurrence of street address.
STREET-ADDR-2	A	40		Second occurrence of street address.
CITY	A	15		Name of city where person resides.
STATE-CD	A	2		Abbreviation of the state in which the
ZIP-CD	A	12		Zip code assigned to the county in
DATE-OF-BIRTH	A	8	MMDDYYYY	Date person was born.
GENDER	A	1		A code assigned to determine the person's sex. : 1. Male, 2. Female, 3.
RACE	A	9		Code assigned to determine the person's race classification: 1. American Indian, 2. White, 3.
AGENCY-HIRE-DATE	A	8	MMDDYYYY	Date of person's hire in a given agency.
PIN-HIRE-DATE	A	8		The date a particular employee is hired
PROMOTION-DATE	A	8	MMDDYYYY	Actual effective date of a retroactive
CONTRACT-NUMBER	N	7		Unique consecutive sequence number assigned by the system to identify
REPORT-TO-PIN	N	6		The PIN this position reports to.
GEO-LOCATION	A	12		A code that identifies the geological location required for the batch run.
EMAIL Address	A	40		employees email address